



MILFORD CITY COUNCIL MEETING

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Milford, Utah will hold a meeting at the **Milford EMS Building, 880 North Main, Milford, Utah** for the purposes and at the time described below on **TUESDAY, APRIL 19, 2016**.

REGULAR MEETING – 4:00 PM

1. **MAYOR'S WELCOME & CALL TO ORDER:** Roll Call & Pledge of Allegiance
2. **RECOGNITION OF VISITOR'S RELATING TO CITY BUSINESS**
 - a. Scott Albrecht/Kyle Blackner – Discuss Zone Change from A-20 to A-5 (Craig Davie Property South of City Limits)
 - b. Jesse Ralphs, Sunrise Engineering – Discuss USDA Funding for Water Improvement Project
 - c. Wayne Wiseman – Discuss Street Improvements on 400 South by Milford Chevron
3. **CONSENT ISSUES**
 - a. Bills and Payroll; Financial Report – March 2016; Minutes of March 15, 2016 Council Meeting; March 15, 2016 Public Hearing – Re-Zoning Property; March 15, 2016 Public Hearing - Building Disposal Options.
4. **NEW BUSINESS**
 - a. CIB Funding for New Community Center
 - b. Discuss and Prioritize Upcoming Projects
 - c. Credit Card Processing Option
 - d. Library Ordinance Revisions
 - e. Discuss Funding for Blind Installation at Milford Library
 - f. Rate Proposal for Multi-Unit Master Metered Apartments
5. **OLD BUSINESS**
 - a. None.
6. **ORDINANCE AND RESOLUTIONS**
 - a. Resolution 2-2016 "Amending Water Management Plan"
 - b. Resolution 3-2016 "Renaming the Recreation Complex to Milford Lions Recreation Complex"
 - c. Resolution 4-2016 "Renaming Pavilion to Rollins Pavilion"
 - d. Resolution 5-2016 "Authorization of 1997 Grader"
 - e. Ordinance 1-2016 "Security Deposit Revisions"
7. **COMMENTS**
 - a. **Staff Member Reports and Comments**
 - i. Leo Kanell, City Attorney
 - ii. Makayla Bealer, City Administrator/Treasurer
 - iii. Monica Seifers, City Recorder
 - iv. Lisa Thompson, Administrative Assistant
 - v. Ben Stewart, City Foreman
 - b. **Council Member Reports and Comments**
 - i. Council Member Aaron Cox: Water, Public Safety and Law Enforcement, Beautification
 - ii. Council Member Wayne Hardy: Airport, Recreation and Parks, Beautification
 - iii. Council Member Russell Smith: Cemetery, Sewer
 - iv. Council Member Les Whitney: Planning and Zoning Commission, Buildings and Equipment
 - v. Council Member Terry Wiseman: Library, Streets
 - vi. Mayor Nolan Davis: Waste Management Board, Economic Development, Five County Steering, LIC Committee

8. ADJOURNMENT

Notice: The City Council may adjourn to Executive Session pursuant to the provisions of §52-4-204 and §52-4-205, Utah Code Annotated (1953), as amended.

CERTIFICATE OF DELIVERY & POSTING

I, Monica D. Seifers, duly appointed and acting City Recorder do hereby certify that the above Notice and Agenda was posted in three public places within the Milford City Limits on this 14th day of April, 2016. These public places being 1) Milford City Office; 2) U.S. Post Office; and 3) Milford Public Library. The foregoing Notice and Agenda was also delivered to each member of the governing body and posted on www.utah.gov/pmn.

In compliance with the Americans with Disabilities Act, the City of Milford will make efforts to provide reasonable accommodations to disabled members of the public in accessing City programs. Request for assistance can be made by contacting the City Recorder at 435.387.2711 at least 24 hours in advance of the meeting to be held.



City Council Agenda Request Form Milford City
This form must be submitted by 4pm the Wednesday prior to the Council Meeting

REQUESTOR'S NAME (Print legibly) : Beaver County Scott Albrecht
↓

ORGANIZATION (if applicable): _____

ADDRESS: 105 E. Center St. Beaver, UT 84713

PHONE: (435) 438-6410 CELL PHONE: (435) 705-1897

E-MAIL ADDRESS: smallbrecht@beaver.utah.gov

To be used if additional information is required. Agenda will be posted on www.utah.gov/pmn
You may Subscribe to Milford City Council notices using this website. By subscribing, you will be notified of all postings made by Milford City Council to the website, in compliance with Utah State Law.

Date Requesting to Attend April 19th Amount of Time Requested 15-20 minutes

TOPIC TO BE ADDRESSED (Your description must identify the subject matter of your appearance in sufficient detail to alert the public what topic you will discuss and what **action** you are requesting of the Council) :

The County received an application for a zone change from A20 to A5. Because the property is in close proximity to the city, the Beaver County Commission has requested Milford City's input regarding this request.

IS YOUR PRESENTATION REQUIRING ACTION OF THE COUNCIL OR IS IT ONLY PROVIDING INFORMATION? (check one): REQUIRES ACTION ☒ INFO ONLY ☐

PLEASE DESCRIBE DESIRED OUTCOME: A recommendation from the council on whether to approve or deny the application and how the proposal may effect the city or fit in the city plan.

ARE WRITTEN MATERIALS TO BE PROVIDED TO COUNCIL (check one): YES ☒ NO ☐

IF YES, I HAVE PROVIDED 11 COPIES AND EMAILED AN ORIGINAL TO THE CITY

RECORDER Initial here SA

CONTINUED ON REVERSE

IS FUNDING FROM THE CITY BEING REQUESTED? (check one) YES ☐ NO ☒

IF YES, WHAT IS THE ESTIMATED COST TO THE CITY: _____

PLEASE PROVIDE DOCUMENTATION SUPPORTING YOUR ESTIMATE

Note: Separate requests must be completed for each topic presented.

INSTRUCTIONS – PLEASE READ CAREFULLY

This request must be submitted to the City Recorder no later than 4 pm the Wednesday prior to the City Council Meeting. Meetings are held the 1st and 3rd Tuesday each month. Applications submitted after the deadline, if complete, will be placed on the following City Council Meeting agenda.

Return completed form and 11 printed copies of handouts to:

City Recorder
PO Box 69, 26 South 100 West
Milford, UT 84751

ALL handouts must be e-mailed prior to deadline in order for request to be considered for agenda. E-mail to: mseifers@milford.utah.gov by 4pm the Wed. prior to meeting.

Scott Adams
SIGNATURE OF PERSON MAKING REQUEST

3/2/16
DATE

.....
OFFICE USE ONLY

Date Rec'd by City Recorder: _____

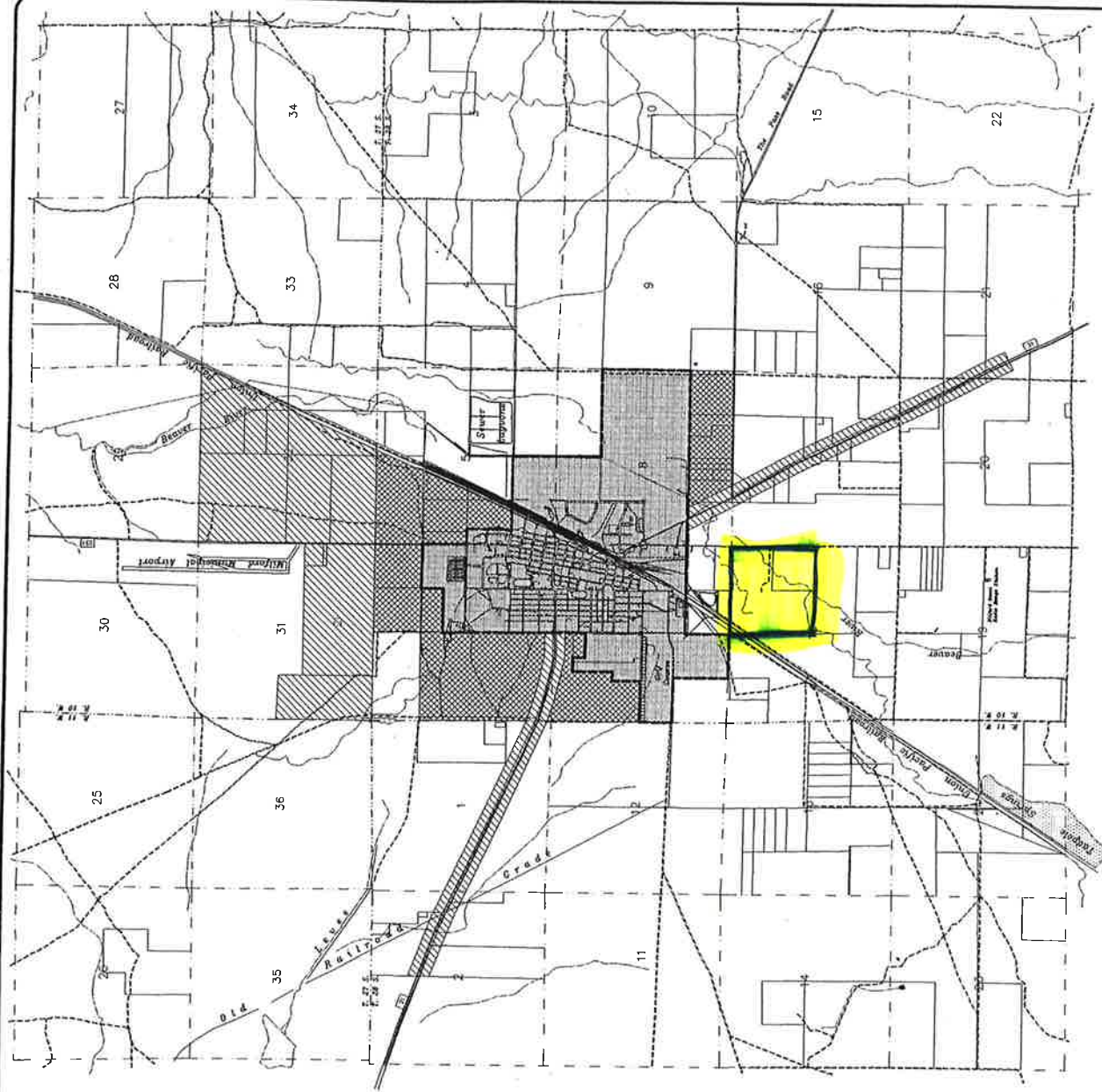
Info Complete : YES ☐ NO ☐

If no, what info is required: _____

Approved for Agenda : YES ☐ NO ☐

If no, reason for denial: _____

General Plan Tiered Growth Boundary Map



GRAPHIC SCALE
0 500 1000 2000 4000

LEGEND
TIER I TIER II TIER III

City of Milford, Utah
1995
Jones & Drake Engineering 45 East 500 North Richfield, Utah 84701 (801) 896-8288



City Council Agenda Request Form Milford City
This form must be submitted by 4pm the Wednesday prior to the Council Meeting

REQUESTOR'S NAME (Print legibly) : Wayne Wiseman

ORGANIZATION (if applicable): Milford Chevron

ADDRESS: PO Box 358 402 So Main

PHONE : 435-387-5566 CELL PHONE: 435-231-2169

E-MAIL ADDRESS: WayneW84751@excite.com

To be used if additional information is required . Agenda will be posted on www.utah.gov/pmn
You may Subscribe to Milford City Council notices using this website. By subscribing, you will be notified of all postings made by Milford City Council to the website, in compliance with Utah State Law.

Date Requesting to Attend Apr 19, 2016 Amount of Time Requested 15 min

TOPIC TO BE ADDRESSED (Your description must identify the subject matter of your appearance in sufficient detail to alert the public what topic you will discuss and what **action** you are requesting of the Council) :

Lowering street at 400 S Main
for 1/2 block toward 100 W at 400 S

IS YOUR PRESENTATION REQUIRING ACTION OF THE COUNCIL OR IS IT ONLY PROVIDING INFORMATION? (check one): REQUIRES ACTION ☒ INFO ONLY ☐

PLEASE DESCRIBE DESIRED OUTCOME: For next years budget

ARE WRITTEN MATERIALS TO BE PROVIDED TO COUNCIL (check one): YES ☐ NO ☒

IF YES, I HAVE PROVIDED **11 COPIES AND EMAILED** AN ORIGINAL TO THE CITY
RECORDER Initial here _____

CONTINUED ON REVERSE

IS FUNDING FROM THE CITY BEING REQUESTED? (check one) YES ☒ NO ☐

IF YES, WHAT IS THE ESTIMATED COST TO THE CITY: N/A

PLEASE PROVIDE DOCUMENTATION SUPPORTING YOUR ESTIMATE

Note: Separate requests must be completed for each topic presented.

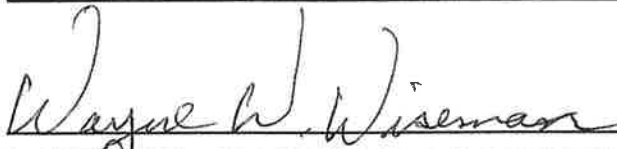
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PO Box 69, 26 South 100 West
Milford, UT 84751

ALL handouts must be e-mailed prior to deadline in order for request to be considered for agenda. E-mail to: mseifers@milford.utah.gov by 4pm the Wed. prior to meeting.


SIGNATURE OF PERSON MAKING REQUEST

4-12-2016
DATE

.....
OFFICE USE ONLY

Date Rec'd by City Recorder: _____

Info Complete : YES ☐ NO ☐

If no, what info is required: _____

Approved for Agenda : YES ☐ NO ☐

If no, reason for denial: _____

CITY OF MILFORD
COMBINED CASH INVESTMENT
MARCH 31, 2016

COMBINED CASH ACCOUNTS

01-11110	CASH IN CHECKING - COMBINED	11,409.08
01-11310	PETTY CASH	200.00
01-11400	RETURNED CHECKS - CLEARING	99.34
01-11610	CASH-STATE TREASURER-COMBINED	726,374.31
01-11700	CASH - A/R CLEARING	(436.86)
	TOTAL COMBINED CASH	737,645.87
01-11810	ST TREAS-DESIGNATED-WATER	(52,582.22)
01-11815	ST TREAS-DESIGNATED-SEWER	(95,823.96)
01-11816	ST TREAS-DESIGNATED-GEN FUND	(67,776.31)
01-11817	ST TREAS-DESIGNATED-LIBRARY	(8,889.76)
01-11819	ST TREAS- RECREATION COMPLEX	(18,129.42)
01-11835	ST TREAS-RESTRICTED-BOND 808	(694.76)
01-11840	ST TREAS-RESTRICTED-MAIN 5030	(39,000.00)
01-11845	ST TREAS-RESTRICTED-MAIN 808	(65,000.00)
01-11860	ST TREAS-RESTRICTED-BOND 3SO24	(60,805.92)
01-11865	ST TREAS-RESTRICTED-MAIN S3024	(90,044.14)
01-11880	STATE TREAS-RESTRICTED-LIBRARY	(20,024.00)
01-11900	TOTAL ALLOCATION TO OTHER FUND	(218,875.38)

TOTAL UNALLOCATED CASH	.00
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CASH ALLOCATION RECONCILIATION

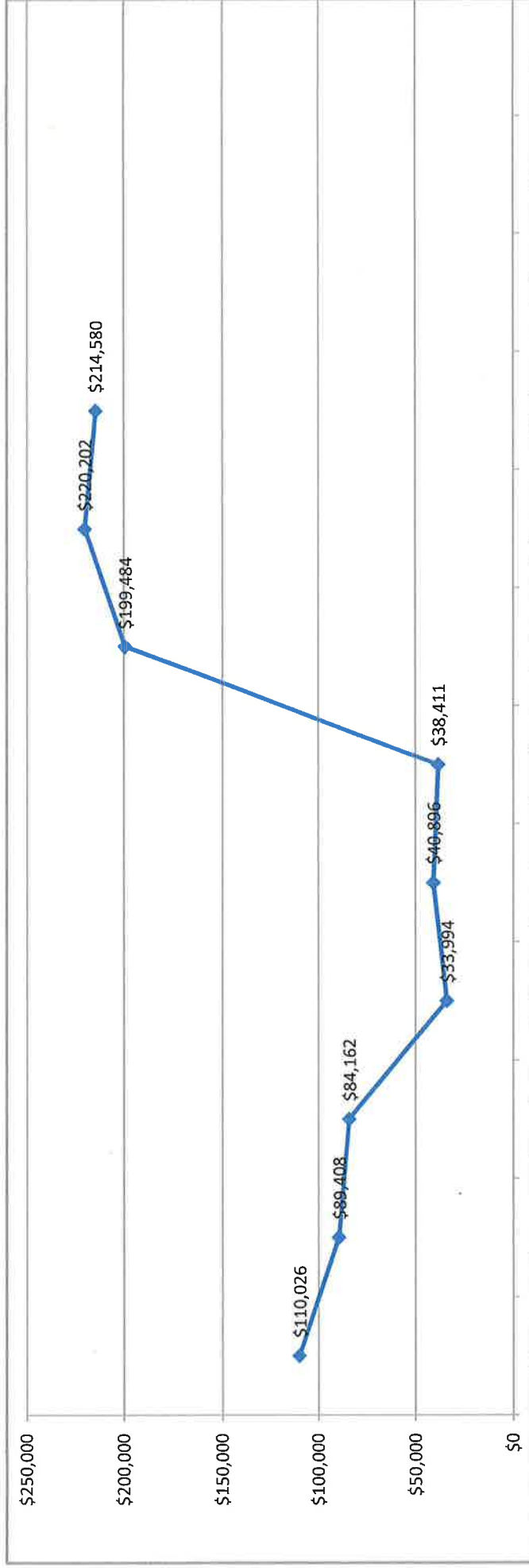
10	ALLOCATION TO GENERAL FUND	89,479.36
30	ALLOCATION TO DEBT SERVICE FUND	(22,518.00)
51	ALLOCATION TO WATER FUND	90,657.28
52	ALLOCATION TO SEWER FUND	68,623.00
54	ALLOCATION TO MUNICIPAL BUILDING AUTHORITY	(7,506.00)
	TOTAL ALLOCATIONS TO OTHER FUNDS	218,735.64
	ALLOCATION FROM COMBINED CASH FUND - 01-11900	(218,875.38)
	ZERO PROOF IF ALLOCATIONS BALANCE	(139.74)

Department		Totals		JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	MAY	JUNE	Totals
Designated	W		\$0.00												
Water 111810	D										\$50,039.01	\$2,543.21			\$52,582.22
Designated	W														
Sewer 111815	D		\$62,880.31	\$36.43	\$38.37	\$40.09	\$41.53	\$43.02	\$45.69	\$47.09	\$30,072.69	\$2,578.74			\$95,823.96
Designated	W														
General Fund 111816	D		\$13,195.88	\$189.30	\$206.80	\$205.89	\$244.78	\$245.12	\$272.29	\$236.68	\$50,198.55	\$2,781.02			\$67,776.31
Designated	W					\$3,783.32		\$756.94			\$91.91				
Library	D		\$9,383.61	\$5.43	\$5.73	\$3.66	\$140.24	\$3.41	\$115.67	\$3.82	\$3.93	\$4.15			\$5,047.48
Designated	W			\$3,068.12		\$1,381.00	\$586.00	\$1,982.46	\$1,190.00	\$1,190.00	\$175.00				
City Recreation 111818	D		\$39,003.64	\$20.81	\$21.93	\$23.94	\$3,017.86	\$23.93	\$1,853.20	\$26.68	\$2,339.83	\$31.21			\$37,980.45
Designated	W														
Recreation Complex	D		\$18,016.69	\$10.43	\$10.99	\$11.49	\$11.90	\$12.33	\$13.09	\$13.49	\$14.11	\$14.90			\$18,129.42
Restricted Cash - Water	W										\$39,390.00				\$0.00
Bond 5030 111825	D		\$39,390.00							\$65,305.24					\$694.76
Restricted Cash - Sewer	W														
Bond 808 111835	D		\$66,000.00												
Restricted Cash - Water	W														
Main 5030 111840	D		\$38,880.00												
Restricted Cash - Sewer	W														
Main 808 111845	D		\$65,000.00												\$65,000.00
Restricted Cash - Water	W														
Bond 256 111850	D		\$0.00												\$0.00
Restricted Cash - Water	W														
Bond 35024 111860	D		\$73,065.92	\$4,400.00		\$4,400.00	\$8,800.00	\$4,400.00	\$4,400.00	\$4,400.00	\$4,400.00	\$4,400.00			\$60,805.92
Restricted Cash - Water	W														
Main 35024 - 111865	D		\$90,044.14												\$90,044.14
Restricted Cash - Sewer	W														
Bond 941 111870	D		\$0.00												\$0.00
Restricted Cash-Library	W														
Bond	D		\$22,518.00	\$834.00		\$834.00	\$1,668.00	\$834.00	\$834.00	\$834.00	\$834.00	\$834.00			\$20,024.00
Restricted Cash	W														
Impact Fees - Water	D		\$17,151.03	\$5,001.23	\$13.51	\$14.93	\$1,291.82	\$16.02	\$17.02	\$17.54	\$18.34	\$19.36			\$23,560.80
Restricted Cash	W														
Impact Fees - Sewer	D		\$3,363.29	\$3,354.83	\$4.10	\$4.82	\$859.49	\$5.18	\$5.50	\$5.67	\$5.93	\$6.26			\$7,615.07
Restricted Cash	W														
Impact Fees - Gen Fund	D		\$7,302.08	\$2,166.33	\$5.77	\$6.39	\$559.47	\$6.85	\$7.28	\$7.50	\$7.84	\$8.28			\$10,077.79
Designated	W														
Cemetery	D		\$215.92	\$0.13	\$0.13	\$0.14	\$0.14	\$0.15	\$0.16	\$0.16	\$0.17	\$0.18			\$217.28
Designated	W</														

Historical Fund Balance
City of Milford
Unaudited
2015-2016

	June	July	August	September	October	November	December	January	February	March	April	May	June
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\$121,507	\$110,026	\$89,408	\$84,162	\$33,994	\$40,896	\$38,411	\$199,484	\$199,484	\$220,202	\$214,580			
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Retained Earnings

Low = 5% of General Fund Revenue

High = 18% of General Fund Budget

Current Month Retained Earnings

Actual Revenue YTD	<u>Retained Earnings</u>
\$1,630,281.86	\$81,514.09
Budget Revenue 2015-2016	\$297,975.55
\$1,655,419.71	\$214,579.80

CITY OF MILFORD
BALANCE SHEET
MARCH 31, 2016

GENERAL FUND

ASSETS

10-11900	CASH - COMBINED FUND	89,479.36	
10-12100	ST TREAS-DESIGNATED-GEN FUND	69,286.76	
10-12110	ST TREAS-DESIGNATED-LIBRARY	8,889.76	
10-12140	ST TREAS-RECREATION COMPLEX	16,645.25	
10-12150	ST. TREAS-RESTRICTED-LIBRARY	113.46	
10-13110	ACCOUNTS RECEIVABLE	7,904.00	
10-13113	AR/CREDIT CARD, AIRPORT	(2,471.48)	
10-13114	ACCOUNTS RECEIVABLE-MISC.	2,594.34	
10-13115	PROPERTY TAX RECEIVABLE	134,754.00	
10-15110	INVENTORY-AIRPORT FUEL	26,199.06	
	TOTAL ASSETS		353,394.51

LIABILITIES AND EQUITY

LIABILITIES

10-21310	ACCOUNTS PAYABLE	9,606.73	
10-22220	FEDERAL WITHHOLDING PAYABLE	(43.15)	
10-22240	EMPLOYMENT SECURITY	(746.76)	
10-22250	WORKER COMPENSATION PAYABLE	(3,810.89)	
10-22300	RETIREMENT PAYABLE	(.02)	
10-22310	DISABILITY PAYABLE	(5.43)	
10-22500	HEALTH INSURANCE PAYABLE	(620.22)	
10-22600	401 K PAYABLE	2.82	
10-22700	MISC. PAYROLL DEDUCTIONS	(322.37)	
	TOTAL LIABILITIES		4,060.71

FUND EQUITY

10-26100	DEFERRED INFLOW-PROPERTY TAXES	134,754.00	
	UNAPPROPRIATED FUND BALANCE:		
10-29800	FUND BALANCE-UNRESERVED	42,276.07	
	REVENUE OVER EXPENDITURES - YTD	172,303.73	
	BALANCE - CURRENT DATE	214,579.80	
	TOTAL FUND EQUITY		349,333.80
	TOTAL LIABILITIES AND EQUITY		353,394.51

CITY OF MILFORD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
10-31-100 PROPERTY TAXES-CURRENT	.00	124,319.15	134,754.00	10,434.85	92.3
10-31-200 PROPERTY TAXES-DELINQUENT	2,036.54	6,298.06	10,000.00	3,701.94	63.0
10-31-300 SALES AND USE TAX	19,400.62	217,543.99	295,000.00	77,456.01	73.7
10-31-400 CABLEVISION FRANCHISE TAX	126.95	547.07	1,000.00	452.93	54.7
10-31-402 PACIFICORP FRANCHISE TAX	20,175.69	126,492.34	140,000.00	13,507.66	90.4
10-31-403 QUESTAR FRANCHISE TAX	6,333.40	28,165.20	35,000.00	6,834.80	80.5
10-31-405 SO. CENTRAL FRANCHISE TAX	.00	77.08	.00	77.08	.0
10-31-408 TELECOMMUNICATIONS TAX REVENUE	2,696.08	17,213.26	30,000.00	12,786.74	57.4
10-31-700 FEE-IN-LIEU OF PERSONAL PROP.	1,811.08	12,689.47	25,000.00	12,310.53	50.8
TOTAL TAXES	52,580.36	533,345.62	670,754.00	137,408.38	79.5
<u>LICENSES AND PERMITS</u>					
10-32-100 BUSINESS LICENSE AND PERMITS	340.00	5,660.00	5,500.00	(160.00)	102.9
10-32-210 BUILDING PERMITS	654.28	5,718.86	4,000.00	(1,718.86)	143.0
10-32-220 IMPACT FEES - GENERAL FUND	.00	552.85	1,085.00	532.15	51.0
10-32-230 OTHER DEVELOPMENT REVENUE	.00	230.00	1,000.00	770.00	23.0
TOTAL LICENSES AND PERMITS	994.28	12,161.71	11,585.00	(576.71)	105.0
<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-550 COUNTY ALLOTTMENT - LIBRARY	.00	35,200.00	40,000.00	4,800.00	88.0
10-33-560 CLASS "C" ROAD FUNDS	8,872.40	60,269.07	72,000.00	11,730.93	83.7
10-33-700 AIRPORT GRANT REVENUE	.00	416,699.68	467,842.71	51,143.03	89.1
10-33-701 LIBRARY GRANT REVENUE	.00	.00	6,438.00	6,438.00	.0
10-33-702 LIBRARY SMALL GRANT REVENUE	.00	.00	5,000.00	5,000.00	.0
TOTAL INTERGOVERNMENTAL REVENUE	8,872.40	512,168.75	591,280.71	79,111.96	86.6

CITY OF MILFORD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
10-34-600 CITY RECREATION-MENS SOFTBALL	.00	.00	1,000.00	1,000.00	.0
10-34-601 CITY RECREATION-COED SOFTBALL	.00	1,195.00	1,400.00	205.00	85.4
10-34-603 CITY RECREATION-SUMMER YOUTH	.00	.00	3,000.00	3,000.00	.0
10-34-605 CITY RECREATION - FLAG FOOTBAL	.00	725.00	850.00	125.00	85.3
10-34-606 CITY RECREATION- FULL FOOTBALL	.00	3,456.38	3,500.00	43.62	98.8
10-34-607 CITY RECREATION-BABE RUTH	220.00	514.00	2,000.00	1,486.00	25.7
10-34-608 CITY RECREATION - VOLLEYBALL	.00	1,130.00	750.00	(380.00)	150.7
10-34-609 CITY RECREATION - WRESTLING	.00	1,435.00	6,000.00	4,565.00	23.9
10-34-610 CITY RECREATION-BOY BASKETBALL	.00	3,470.00	2,000.00	(1,470.00)	173.5
10-34-630 CITY RECREATION - CAL RIPKEN	2,600.00	3,181.00	5,500.00	2,319.00	57.8
10-34-640 CITY RECREATION-GIRL BASKETBAL	200.00	2,245.00	1,500.00	(745.00)	149.7
10-34-650 CITY RECREATION - TRACK/FIELD	650.00	700.00	.00	(700.00)	.0
10-34-720 GOLF FEES	525.00	525.00	3,000.00	2,475.00	17.5
10-34-730 SWIM FEES	.00	3,812.00	10,000.00	6,188.00	38.1
10-34-732 SWIM POOL - COUNTY M&O	.00	104,203.00	93,000.00	(11,203.00)	112.1
10-34-760 JULY 4TH REVENUE	1,225.00	13,741.76	18,000.00	4,258.24	76.3
10-34-770 CHRISTMAS LIGHT PROJECT	.00	1,195.00	2,500.00	1,305.00	47.8
10-34-810 SALE OF CEMETERY LOTS	800.00	2,560.00	3,000.00	440.00	85.3
10-34-820 PERPETUAL CARE	180.00	660.00	1,000.00	340.00	66.0
10-34-830 CEMETERY OPENING AND CLOSING	400.00	1,800.00	2,500.00	700.00	72.0
10-34-840 COLLECTION COSTS - GARBAGE	7,129.36	63,058.37	85,000.00	21,941.63	74.2
10-34-900 AIRPORT COUNTY DONATION	.00	1,000.00	1,000.00	.00	100.0
10-34-910 AIRPORT FUEL SALES	2,250.80	50,949.44	100,000.00	49,050.56	51.0
10-34-920 HANGER AND TIE DOWN	660.00	5,540.00	3,000.00	(2,540.00)	184.7
TOTAL CHARGES FOR SERVICES	16,840.16	267,095.95	349,500.00	82,404.05	76.4
<u>MISCELLANEOUS REVENUE</u>					
10-36-300 BUILDING RENTALS AND LEASES	1,275.00	37,184.91	.00	(37,184.91)	.0
TOTAL MISCELLANEOUS REVENUE	1,275.00	37,184.91	.00	(37,184.91)	.0
<u>INTEREST/OTHER</u>					
10-38-100 INTEREST EARNINGS/GENERAL FUND	381.77	2,844.41	1,000.00	(1,844.41)	284.4
10-38-400 LIBRARY FINES AND FEES	243.97	876.01	7,200.00	6,323.99	12.2
10-38-500 SUMMER READING DONATIONS	.00	375.00	600.00	225.00	62.5
10-38-900 MISCELLANEOUS REVENUE	185.33	264,229.50	23,500.00	(240,729.50)	1124.4
TOTAL INTEREST/OTHER	811.07	268,324.92	32,300.00	(236,024.92)	830.7
TOTAL FUND REVENUE	81,373.27	1,630,281.86	1,655,419.71	25,137.85	98.5

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LEGISLATIVE</u>					
10-41-110 SALARIES - MAYOR AND COUNCIL	2,000.00	18,000.00	24,000.00	6,000.00	75.0
10-41-130 BENEFITS - MAYOR AND COUNCIL	227.20	2,058.80	3,000.00	941.20	68.6
TOTAL LEGISLATIVE	2,227.20	20,058.80	27,000.00	6,941.20	74.3

<u>ADMINISTRATIVE</u>					
10-43-110 SALARIES & WAGES - ADMIN/TREAS	3,283.20	33,158.93	42,686.02	9,527.09	77.7
10-43-111 SALARIES & WAGES - ADMIN ASST	1,220.94	12,775.01	15,912.00	3,136.99	80.3
10-43-113 SALARIES & WAGES - RECORDER	.00	1,440.80	.00	(1,440.80)	.0
10-43-130 BENEFITS - ADMINISTRATOR/TREAS	2,789.38	26,091.78	35,131.34	9,039.56	74.3
10-43-131 BENEFITS - ADMIN ASST	110.63	1,167.13	1,600.00	432.87	73.0
10-43-134 BENEFITS - JANITORAL	.00	2,223.74	.00	(2,223.74)	.0
10-43-210 DUES, SUBSCRIPTIONS & DONATION	.00	748.61	1,500.00	751.39	49.9
10-43-215 DOT DRUG PROGRAM	.00	225.00	350.00	125.00	64.3
10-43-220 NOTICES AND PUBLICATIONS	150.00	792.64	1,500.00	707.36	52.8
10-43-230 TRAVEL AND CONFERENCES	361.82	3,391.86	6,000.00	2,608.14	56.5
10-43-240 OFFICE SUPPLIES AND EXPENSE	1,145.79	11,538.68	13,000.00	1,461.32	88.8
10-43-241 PROGRAMING AND EQUIPMENT	1,069.93	19,637.54	20,000.00	362.46	98.2
10-43-243 TREE BOARD EXPENSE	.00	239.92	1,000.00	760.08	24.0
10-43-244 ECONOMIC DEVELOPMENT	.00	10,000.00	10,000.00	.00	100.0
10-43-270 UTILITIES - OFFICE	670.09	5,411.23	9,500.00	4,088.77	57.0
10-43-272 UTILITIES - TELEVISION	.00	242.30	330.00	87.70	73.4
10-43-280 TELEPHONE - OFFICE	312.21	2,772.84	5,000.00	2,227.16	55.5
10-43-290 LEASE PAYMENT 405 SOUTH MAIN	900.00	8,100.00	12,000.00	3,900.00	67.5
10-43-510 INSURANCE AND BONDS	1,221.50	41,660.58	41,000.00	(660.58)	101.6
10-43-610 MISCELLANEOUS - GENERAL FUND	2,839.00	258,160.12	6,000.00	(252,160.12)	4302.7
TOTAL ADMINISTRATIVE	16,074.49	439,778.71	222,509.36	(217,269.35)	197.7

<u>NON-DEPARTMENTAL</u>					
10-50-310 AUDIT SERVICES	.00	11,062.50	11,500.00	437.50	96.2
10-50-320 ATTORNEY RETAINER	500.00	4,000.00	6,000.00	2,000.00	66.7
10-50-321 LEGAL FEES	118.75	1,437.50	2,000.00	562.50	71.9
10-50-340 FIRE CONTROL CONTRIBUTION	.00	1,800.00	1,800.00	.00	100.0
10-50-350 BUILDING INSPECTIONS	.00	4,348.52	8,000.00	3,651.48	54.4
10-50-360 SMALL CLAIMS FEES	.00	115.00	150.00	35.00	76.7
10-50-380 SHERIFF'S CONTRACT	33,995.73	135,982.92	192,642.47	56,659.55	70.6
10-50-390 ANIMAL CONTROL CONTRIBUTION	.00	10,116.42	11,050.00	933.58	91.6
TOTAL NON-DEPARTMENTAL	34,614.48	168,862.86	233,142.47	64,279.61	72.4

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENTAL BUILDINGS</u>					
10-51-270 UTILITIES - SENIOR CITIZEN CEN	361.81	3,434.86	4,500.00	1,065.14	76.3
10-51-480 REPAIRS AND MAIN - BUILDINGS	35.02	3,180.76	25,000.00	21,819.24	12.7
10-51-481 BUILDINGS - SENIOR CITIZEN CEN	23.15	161.07	1,200.00	1,038.93	13.4
TOTAL GENERAL GOVERNMENTAL BUILDINGS	419.98	6,776.69	30,700.00	23,923.31	22.1
<u>STREETS DEPARTMENT</u>					
10-61-110 SALARIES & WAGES-CROSSING GDS	1,150.56	8,623.26	10,600.00	1,976.74	81.4
10-61-130 BENEFITS - CROSSING GUARDS	130.72	985.40	1,200.00	214.60	82.1
10-61-230 FUEL - STREETS	236.80	3,211.27	6,500.00	3,288.73	49.4
10-61-480 STREETS - OIL AND CHIPS	.00	57,000.00	57,000.00	.00	100.0
10-61-481 STREETS - MAINTENANCE	2,344.60	15,682.83	17,000.00	1,317.17	92.3
10-61-482 STREETS - EQUIPMENT	676.69	9,192.17	11,500.00	2,307.83	79.9
10-61-483 STREETS - LIGHTS	2,204.47	17,753.30	27,000.00	9,246.70	65.8
10-61-740 CAPITAL OUTLAY - EQUIPMENT	.00	891.11	20,000.00	19,108.89	4.5
TOTAL STREETS DEPARTMENT	6,743.84	113,339.34	150,800.00	37,460.66	75.2
<u>PARKS</u>					
10-70-110 SALARIES & WAGES - PARKS	638.40	6,465.21	8,299.20	1,833.99	77.9
10-70-111 SALARIES & WAGES - PART TIME	.00	6,628.50	13,000.00	6,371.50	51.0
10-70-130 BENEFITS - PARKS REG	625.83	5,834.86	7,735.39	1,900.53	75.4
10-70-131 BENEFITS - PARKS	.00	683.41	1,300.00	616.59	52.6
10-70-250 EQUIPMENT SUPPLIES & MAIN.	202.90	2,746.29	5,000.00	2,253.71	54.9
10-70-260 PARKS MAINTENANCE	1,460.00	1,824.91	2,500.00	675.09	73.0
10-70-610 CABOOSE PARK EXPENDITURES	10.97	365.45	500.00	134.55	73.1
10-70-620 RECREATION COMPLEX EXPENSE	299.39	3,481.83	5,000.00	1,518.17	69.6
10-70-630 CEMETERY MAINTENANCE	.00	1,157.35	4,000.00	2,842.65	28.9
10-70-640 PAVILION EXPENSE	10.97	102.01	250.00	147.99	40.8
10-70-650 VETERAN'S PARK EXPENDITURES	11.21	1,026.86	1,500.00	473.14	68.5
10-70-660 MILFORD LIONS CONTRIBUTION	.00	3,000.00	.00	(3,000.00)	.0
TOTAL PARKS	3,259.67	33,316.68	49,084.59	15,767.91	67.9
<u>GARBAGE COLLECTION</u>					
10-71-420 GARBAGE - DUMPSTER FEES	239.74	2,253.14	3,500.00	1,246.86	64.4
10-71-430 GARBAGE - COLLECTION FEES	6,681.52	53,868.08	84,000.00	30,131.92	64.1
TOTAL GARBAGE COLLECTION	6,921.26	56,121.22	87,500.00	31,378.78	64.1

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>RECREATION</u>					
10-72-110 SALARIES & WAGES-RECREATION	91.00	819.00	1,092.00	273.00	75.0
10-72-130 BENEFITS - RECREATION	10.33	93.60	150.00	56.40	62.4
10-72-250 CITY RECREATION-MENS SOFTBALL	.00	1,094.00	1,000.00	94.00	109.4
10-72-251 CITY RECREATION-COED SOFTBALL	.00	1,371.91	1,400.00	28.09	98.0
10-72-253 CITY RECREATION - SUMMER YOUTH	.00	250.00	2,500.00	2,250.00	10.0
10-72-255 CITY RECREATION-FLAG FOOTBALL	.00	777.00	800.00	23.00	97.1
10-72-256 CITY RECREATION-FOOTBALL FULL	.00	3,464.70	2,500.00	964.70	138.6
10-72-257 CITY RECREATION-BABE RUTH	.00	637.00	2,000.00	1,363.00	31.9
10-72-258 CITY RECREATION-VOLLEYBALL	.00	707.56	750.00	42.44	94.3
10-72-259 CITY RECREATION-WRESTLING	1,333.00	1,857.00	8,000.00	6,143.00	23.2
10-72-260 CITY RECREATION-BOY BASKETBALL	.00	3,415.00	2,500.00	915.00	136.6
10-72-262 CITY RECREATION - CAL RIPKEN	.00	774.64	5,500.00	4,725.36	14.1
10-72-263 CITY RECREATION-GIRL BASKETBAL	.00	.00	1,500.00	1,500.00	.0
10-72-270 UTILITIES - BALL PARK	.00	.00	2,000.00	2,000.00	.0
10-72-540 CHRISTMAS LIGHT PROJECT	.00	638.35	2,500.00	1,861.65	25.5
10-72-550 JULY 4TH EXPENSE	.00	886.76	21,000.00	20,113.24	4.2
10-72-560 CONCESSION EXPENSE	95.70	527.74	500.00	27.74	105.6
10-72-610 MISCELLANEOUS EXPENSE-REC.	549.82	1,549.82	2,000.00	450.18	77.5
TOTAL RECREATION	2,079.85	18,864.08	57,692.00	38,827.92	32.7

GOLF FUND

10-73-110 SALARIES & WAGES- GOLF COURSE	.00	6,135.78	8,000.00	1,864.22	76.7
10-73-130 BENEFITS - GOLF COURSE	.00	703.17	800.00	96.83	87.9
10-73-250 REPAIRS AND MAINTENANCE	759.99	2,340.20	5,000.00	2,659.80	46.8
10-73-270 UTILITIES - GOLF COURSE	28.35	1,351.64	3,200.00	1,848.36	42.2
10-73-480 EQUIPMENT & SUPPLIES	.00	181.60	500.00	318.40	36.3
10-73-740 CAPITAL OUTLAY-GOLF COURSE	813.54	7,321.86	9,762.48	2,440.62	75.0
TOTAL GOLF FUND	1,601.88	18,034.25	27,262.48	9,228.23	66.2

SWIMMING POOL

10-74-110 SALARIES & WAGES-MANAGER	.00	2,447.84	5,000.00	2,552.16	49.0
10-74-111 SALARIES & WAGES - LIFEGUARDS	.00	12,334.13	26,000.00	13,665.87	47.4
10-74-130 BENEFITS-MANAGER	.00	280.51	800.00	519.49	35.1
10-74-131 BENEFITS - LIFEGUARDS	.00	1,413.45	2,250.00	836.55	62.8
10-74-250 EQUIPMENT SUPPLIES & MAIN.	150.00	2,608.13	8,000.00	5,391.87	32.6
10-74-270 UTILITIES - SWIMMING POOL	208.43	7,420.18	10,000.00	2,579.82	74.2
10-74-280 TELEPHONE - SWIMMING POOL	.00	113.22	300.00	186.78	37.7
10-74-610 MISCELLANEOUS EXPENSE-SWIMMING	66.50	302.11	2,000.00	1,697.89	15.1
10-74-740 CAPITAL OUTLAY - SWIMMING POOL	440.00	884.80	38,701.60	37,816.80	2.3
TOTAL SWIMMING POOL	864.93	27,804.37	93,051.60	65,247.23	29.9

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
10-75-110 SALARIES & WAGES - LIBRARIAN	1,260.72	13,275.56	19,094.40	5,818.84	69.5
10-75-111 SALARIES & WAGES - PART TIME	1,317.15	13,034.82	14,200.00	1,165.18	91.8
10-75-130 BENEFITS - LIBRARIAN	143.22	1,526.84	1,900.00	373.16	80.4
10-75-131 BENEFITS - PART TIME	149.61	1,481.85	1,500.00	18.15	98.8
10-75-230 TRAVEL & CONFERENCES-LIBRARY	.00	319.35	400.00	80.65	79.8
10-75-250 EQUIPMENT SUPPLIES & MAIN.	10.82	762.93	1,200.00	437.07	63.6
10-75-251 OFFICE SUPPLIES - LIBRARY	.00	525.56	900.00	374.44	58.4
10-75-252 BOOK PURCHASE - LIBRARY	49.50	2,444.60	3,000.00	555.40	81.5
10-75-253 LIBRARY EXPENSE FROM TREASURY	.00	4,995.99	5,000.00	4.01	99.9
10-75-254 SUMMER READING EXPENSE	.00	396.60	600.00	203.40	66.1
10-75-270 UTILITIES - LIBRARY	354.87	3,181.50	4,700.00	1,518.50	67.7
10-75-280 TELEPHONE - LIBRARY	117.71	1,059.39	1,200.00	140.61	88.3
10-75-290 UTILITIES- INTERNET	95.25	857.25	1,140.00	282.75	75.2
10-75-470 LIBRARY GRANT- CLEF	429.64	4,533.61	6,438.00	1,904.39	70.4
10-75-480 LIBRARY GRANT EXPENDITURES	561.72	4,232.87	5,000.00	767.13	84.7
10-75-610 MISCELLANEOUS - LIBRARY	.00	136.11	600.00	463.89	22.7
10-75-740 CAPITAL OUTLAY - EQUIPMENT	.00	2,730.61	5,000.00	2,269.39	54.6
10-75-910 TRANSFER TO MBA FUND	.00	.00	10,000.00	10,000.00	.0
TOTAL LIBRARY	4,490.21	55,495.44	81,872.40	26,376.96	67.8
<u>AIRPORT</u>					
10-76-111 SALARIES & WAGES - PART TIME	600.00	4,854.15	7,200.00	2,345.85	67.4
10-76-130 BENEFITS - MANAGER	.00	.00	720.00	720.00	.0
10-76-131 BENEFITS - PART TIME	107.82	875.95	.00	875.95	.0
10-76-230 TRAVEL AND CONFERENCES	.00	235.84	500.00	264.16	47.2
10-76-250 REPAIRS AND MAINTENANCE	52.80	8,457.06	10,000.00	1,542.94	84.6
10-76-260 OFFICE & RUNWAY IMPROVEMENTS	.00	436,574.78	457,546.48	20,971.70	95.4
10-76-270 UTILITIES - AIRPORT	333.65	1,888.62	2,500.00	611.38	75.5
10-76-280 TELEPHONE - AIRPORT	113.27	943.26	1,800.00	856.74	52.4
10-76-290 CREDIT CARD PROCESSING FEE	143.36	2,077.41	3,000.00	922.59	69.3
10-76-481 FUEL PURCHASE - JET A	6,306.96	19,749.10	40,000.00	20,250.90	49.4
10-76-482 FUEL PURCHASE - 100 LL	.00	22,497.21	50,000.00	27,502.79	45.0
10-76-610 MISCELLANEOUS - AIRPORT	40.00	1,372.31	11,500.00	10,127.69	11.9
TOTAL AIRPORT	7,697.86	499,525.69	584,766.48	85,240.79	85.4
TOTAL FUND EXPENDITURES	86,995.65	1,457,978.13	1,645,381.38	187,403.25	88.6
NET REVENUE OVER EXPENDITURES	(5,622.38)	172,303.73	10,038.33	(162,265.40)	1716.5

CITY OF MILFORD
BALANCE SHEET
MARCH 31, 2016

DEBT SERVICE FUND

ASSETS

30-11900	CASH - COMBINED FUND	(22,518.00)	
30-12120	ST. TREAS CIB LIBRARY		22,518.00	
30-14150	PROPERTY HELD FOR SALE		97,249.66	
TOTAL ASSETS				97,249.66

LIABILITIES AND EQUITY

LIABILITIES

30-23100	DUE FROM OTHER FUNDS		246,293.02	
TOTAL LIABILITIES				246,293.02

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
30-29610	FUND BALANCE-RESERVED-SID		68,076.46	
30-29800	BEGINNING OF YEAR	(217,119.82)	
	REVENUE OVER EXPENDITURES - YTD			
BALANCE - CURRENT DATE			(149,043.36)
TOTAL FUND EQUITY			(149,043.36)
TOTAL LIABILITIES AND EQUITY				97,249.66

CITY OF MILFORD
BALANCE SHEET
MARCH 31, 2016

WATER FUND

ASSETS

51-11900	CASH - COMBINED FUND	90,657.28	
51-12100	ST TREAS-DESIGNATED-WATER	52,582.22	
51-12120	ST TREAS-RESTRICTED-BOND S3054	56,405.92	
51-12140	ST TREAS-RESTRICTED-MAIN 5030	39,000.00	
51-12170	ST.TREAS-RESTRICTED-MAIN S3024	94,444.14	
51-13110	ACCOUNTS RECEIVABLE	19,642.49	
51-13900	DUE FROM OTHER FUNDS	126,730.82	
51-14200	DEFERRED OUTFLOW OF RESOURCES	7,467.29	
51-15100	NET PENSION ASSET	111.08	
51-16210	BUILDINGS	4,292.50	
51-16310	WATER DISTRIBUTION SYSTEM	2,455,341.01	
51-16510	MACHINERY AND EQUIPMENT	58,633.51	
51-16610	AUTOMOBILES AND TRUCKS	59,270.72	
51-17500	ACCUMULATED DEPRECIATION	(1,666,082.41)	
	TOTAL ASSETS		1,398,496.57

LIABILITIES AND EQUITY

LIABILITIES

51-21310	ACCOUNTS PAYABLE	33.32	
51-21320	DEPOSITS PAYABLE	14,508.00	
51-21330	ACCRUED EMPLOYEE BENEFITS	17,384.76	
51-21400	DEFERRED REVENUE	9,000.00	
51-25200	LOAN PAYABLE 35024	321,000.00	
51-25500	WATER FUND INTEREST PAYABLE	5,558.70	
51-25700	NET PENSION LIABILITY	31,033.86	
	TOTAL LIABILITIES		398,518.64

FUND EQUITY

51-26110	DEFERRED INFLOW OF RESOURCES	4,136.22	
	UNAPPROPRIATED FUND BALANCE:		
51-29110	RETAINED EARNINGS-RESERVED	61,139.44	
51-29800	RETAINED EARNINGS-WATER FUND	629,470.51	
51-29900	RETAINED EARNINGS-DESIGNATED	202,500.06	
	REVENUE OVER EXPENDITURES - YTD	102,731.70	
	BALANCE - CURRENT DATE	995,841.71	
	TOTAL FUND EQUITY		999,977.93
	TOTAL LIABILITIES AND EQUITY		1,398,496.57

CITY OF MILFORD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2016

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
51-37-100 WATER SALES	27,520.25	377,886.13	356,000.00	(21,886.13)	106.2
51-37-200 WATER CONNECTION FEES	.00	58.32	1,000.00	941.68	5.8
51-37-201 IMPACT FEES	.00	1,276.35	2,500.00	1,223.65	51.1
51-37-300 PENALTIES & FORFEITURES	216.19	2,240.13	3,500.00	1,259.87	64.0
51-37-600 INTEREST - WATER FUND	43.21	82.22	.00	(82.22)	.0
TOTAL OPERATING REVENUE	27,779.65	381,543.15	363,000.00	(18,543.15)	105.1
<u>INTEREST - OTHER</u>					
51-38-900 MISCELLANEOUS REVENUE	35.00	365.00	2,000.00	1,635.00	18.3
TOTAL INTEREST - OTHER	35.00	365.00	2,000.00	1,635.00	18.3
TOTAL FUND REVENUE	27,814.65	381,908.15	365,000.00	(16,908.15)	104.6

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2016

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
51-40-110 SALARIES & WAGES - FOREMAN	3,918.40	39,508.85	50,929.64	11,420.79	77.6
51-40-111 SALARIES & WAGES-OPERATOR A&B	2,553.60	24,820.85	33,196.80	8,375.95	74.8
51-40-112 SALARIES & WAGES-UTILITY CLERK	1,440.80	13,851.07	18,731.58	4,880.51	74.0
51-40-130 BENEFITS - FOREMAN	3,029.98	28,399.50	37,753.14	9,353.64	75.2
51-40-131 BENEFITS - OPERATOR A & B	2,503.26	23,067.51	30,941.54	7,874.03	74.6
51-40-134 BENEFITS - UTILITY CLERK	1,332.91	11,348.29	16,608.89	5,260.60	68.3
51-40-230 WATER FUEL	236.10	3,201.67	6,000.00	2,798.33	53.4
51-40-250 EQUIPMENT SUPPLIES & MAIN.	20,658.07	29,209.95	14,000.00	15,209.95	208.6
51-40-270 UTILITIES - CULINARY	1,822.82	30,413.15	40,000.00	9,586.85	76.0
51-40-271 UTILITIES-PRESSURE PUMP	572.67	6,675.68	8,200.00	1,524.32	81.4
51-40-273 UTILITIES-IRRIGATION	.00	5,165.43	6,000.00	834.57	86.1
51-40-280 TELEPHONE - WATER	102.63	886.62	1,000.00	113.38	88.7
51-40-310 PROFESSIONAL/TECHNICAL SERVICE	40.00	1,257.00	2,000.00	743.00	62.9
51-40-311 LEGAL AND AUDIT SERVICES	.00	3,843.75	4,000.00	156.25	96.1
51-40-481 METER SUPPLIES AND MAINTENANCE	86.08	1,898.84	3,000.00	1,101.16	63.3
51-40-510 TRAVEL AND CONFERENCE	.00	1,000.00	1,000.00	.00	100.0
51-40-610 MISCELLANEOUS EXPENSE	33.75	878.29	1,500.00	621.71	58.6
51-40-630 WATER MASTER PLAN	42,500.00	42,500.00	21,250.00	21,250.00	200.0
51-40-650 DEPRECIATION	.00	.00	50,000.00	50,000.00	.0
51-40-812 BOND RL 5030 INTEREST	.00	390.00	390.00	.00	100.0
51-40-813 BOND 3S024 INTEREST	.00	10,860.00	10,860.00	.00	100.0
TOTAL EXPENDITURES	80,831.07	279,176.45	357,361.59	78,185.14	78.1
TOTAL FUND EXPENDITURES	80,831.07	279,176.45	357,361.59	78,185.14	78.1
NET REVENUE OVER EXPENDITURES	(53,016.42)	102,731.70	7,638.41	(95,093.29)	1344.9

CITY OF MILFORD
BALANCE SHEET
MARCH 31, 2016

SEWER FUND

ASSETS

52-11900	CASH - COMBINED FUND	68,623.00	
52-12110	ST. TREAS-DESIGNATED SEWER	95,823.96	
52-12150	ST. TREAS-RESTRICTED MAIN 808	65,000.00	
52-12160	ST. TREAS-RESTRICTED BOND 808	694.76	
52-13110	ACCOUNTS RECEIVABLE	27,774.73	
52-13900	DUE FROM OTHER FUNDS	119,562.20	
52-14200	DEFERRED OUTFLOW OF RESOURCES	7,464.63	
52-15100	NET PENSION ASSET	111.04	
52-16110	LAND	29,536.50	
52-16210	BUILDINGS	4,643.20	
52-16310	SEWER SYSTEM	2,132,234.26	
52-16510	MACHINERY AND EQUIPMENT	125,761.11	
52-16610	AUTOMOBILES AND TRUCKS	54,520.72	
52-17500	ACCUMULATED DEPRECIATION	(1,559,465.85)	
TOTAL ASSETS			1,172,284.26

LIABILITIES AND EQUITY

LIABILITIES

52-21330	ACCRUED EMPLOYEE BENEFITS	15,985.91	
52-21400	DEFERRED REVENUE	9,000.00	
52-25700	NET PENSION LIABILITY	31,022.82	
TOTAL LIABILITIES			56,008.73

FUND EQUITY

52-26110	DEFERRED INFLOW OF RESOURCES	4,134.75	
UNAPPROPRIATED FUND BALANCE:			
52-29110	RETAINED EARNINGS-RESERVED	71,714.23	
52-29800	RETAINED EARNINGS-SEWER FUND	861,507.25	
52-29900	RETAINED EARNINGS-DESIGNATED	128,880.31	
	REVENUE OVER EXPENDITURES - YTD	50,038.99	
BALANCE - CURRENT DATE		1,112,140.78	
TOTAL FUND EQUITY			1,116,275.53
TOTAL LIABILITIES AND EQUITY			1,172,284.26

CITY OF MILFORD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2016

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
52-37-100 SEWER FEES	22,564.13	200,401.40	260,000.00	59,598.60	77.1
52-37-201 IMPACT FEES	.00	854.49	2,500.00	1,645.51	34.2
52-37-600 INTEREST - SEWER FUND	78.74	443.65	1,000.00	556.35	44.4
TOTAL OPERATING REVENUE	22,642.87	201,699.54	263,500.00	61,800.46	76.6
<u>INTEREST - OTHER</u>					
52-38-900 MISCELLANEOUS REVENUE	.00	50.00	.00	(50.00)	.0
TOTAL INTEREST - OTHER	.00	50.00	.00	(50.00)	.0
TOTAL FUND REVENUE	22,642.87	201,749.54	263,500.00	61,750.46	76.6

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2016

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
52-40-110 SALARIES & WAGES - LEADMAN	3,712.00	37,444.85	48,261.76	10,816.91	77.6
52-40-111 SALARIES & WAGES-OPERATOR A&B	1,915.20	19,395.64	24,897.60	5,501.96	77.9
52-40-114 SALARIES & WAGES-UTILITY CLERK	1,440.80	13,851.06	18,731.58	4,880.52	73.9
52-40-130 BENEFITS - OPERATOR A & B	1,877.43	17,503.96	23,206.15	5,702.19	75.4
52-40-131 BENEFITS - LEADMAN	2,964.04	27,773.03	36,904.65	9,131.62	75.3
52-40-134 BENEFITS - UTILITY CLERK	1,332.85	11,347.76	16,608.89	5,261.13	68.3
52-40-230 FUEL - SEWER	236.10	3,201.67	5,000.00	1,798.33	64.0
52-40-250 EQUIPMENT SUPPLIES & MAIN	1,035.94	3,938.47	7,000.00	3,061.53	56.3
52-40-270 UTILITIES-ELECTRICAL & GAS	875.30	6,398.71	7,500.00	1,101.29	85.3
52-40-280 TELEPHONE - SEWER	30.86	240.55	600.00	359.45	40.1
52-40-310 LEGAL AND AUDIT SERVICES	.00	3,843.75	4,000.00	156.25	96.1
52-40-510 TRAVEL AND CONFERENCE	200.00	724.60	1,000.00	275.40	72.5
52-40-610 MISCELLANEOUS EXPENSES	33.75	6,046.50	1,000.00	(5,046.50)	604.7
52-40-650 DEPRECIATION	.00	.00	60,000.00	60,000.00	.0
TOTAL EXPENDITURES	15,654.27	151,710.55	254,710.63	103,000.08	59.6
TOTAL FUND EXPENDITURES	15,654.27	151,710.55	254,710.63	103,000.08	59.6
NET REVENUE OVER EXPENDITURES	6,988.60	50,038.99	8,789.37	(41,249.62)	569.3

CITY OF MILFORD
BALANCE SHEET
MARCH 31, 2016

MUNICIPAL BUILDING AUTHORITY

ASSETS

54-11900	CASH - COMBINED FUND	(7,506.00)	
54-12100	ST TREAS-RESTRICTED BOND		834.00	
54-12110	ST TREAS CIB LIBRARY	(3,328.00)	
TOTAL ASSETS			(10,000.00)

LIABILITIES AND EQUITY

LIABILITIES

54-25100	BONDS PAYABLE	(10,000.00)	
TOTAL LIABILITIES			(10,000.00)
TOTAL LIABILITIES AND EQUITY			(10,000.00)

CITY OF MILFORD
BALANCE SHEET
MARCH 31, 2016

GENERAL FIXED ASSETS

<u>ASSETS</u>			
91-16110	LAND	260,210.36	
91-16210	BUILDINGS	802,160.31	
91-16310	IMPROVEMENTS OTHER THAN BLDGS	2,756,133.93	
91-16410	OFFICE FURNITURE AND EQUIPMENT	67,948.26	
91-16510	MACHINERY AND EQUIPMENT	357,436.93	
91-16610	AUTOMOBILES AND TRUCKS	54,129.00	
91-16710	CAPITAL ASSET - INFRASTRUCTURE	369,412.64	
91-16810	WIP	85,600.00	
TOTAL ASSETS			4,753,031.43
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
91-29800	BEGINNING OF YEAR	652,156.02	
91-29850	ADDITIONS - CURRENT YEAR	4,100,875.41	
	REVENUE OVER EXPENDITURES - YTD		
BALANCE - CURRENT DATE		4,753,031.43	
TOTAL FUND EQUITY			4,753,031.43
TOTAL LIABILITIES AND EQUITY			4,753,031.43

CITY OF MILFORD
BALANCE SHEET
MARCH 31, 2016

GENERAL LONG TERM DEBT

ASSETS

95-18100 AMT PROVIDED-GENERAL LT DEBT

315,449.30

TOTAL ASSETS

315,449.30

LIABILITIES AND EQUITY

LIABILITIES

95-21500 ACCRUED EMPLOYEE BENEFITS

12,452.84

95-21700 FAIRWAY MOWER LEASE

9,503.14

95-25102 BONDS PAYABLE -CIB LIBRARY

260,000.00

95-25700 NET PENSION LIABILITY

33,493.32

TOTAL LIABILITIES

315,449.30

TOTAL LIABILITIES AND EQUITY

315,449.30

Milford Municipal Airport

Monthly Fuel Analysis

Month March 2016

Date	100 LL	Gallons Sold & Test	Jet A	Gallons Sold & Test	Tie Down	After Hours Fee	Oil	Misc.	Processing Fee	Total
3/1/2016		0		0						\$0.00
3/2/2016		0		0						\$0.00
3/3/2016		0		0						\$0.00
3/4/2016		0		0						\$0.00
3/5/2016		0		0						\$0.00
3/6/2016	\$126.17	24.74		0					\$4.10	\$122.07
3/7/2016	\$139.94	27.44		0					\$4.55	\$135.39
3/8/2016		0		0						\$0.00
3/9/2016	\$62.78	12.31		0					\$2.20	\$60.58
3/10/2016		0		0						\$0.00
3/11/2016		0		0						\$0.00
3/12/2016	\$357.05	70.01	\$221.20	56					\$18.79	\$559.46
3/13/2016		0		0						\$0.00
3/14/2016		0		0						\$0.00
3/15/2016		0		0						\$0.00
3/16/2016	\$70.78	13.88		0					\$5.71	\$65.07
3/17/2016		0		0						\$0.00
3/18/2016	\$280.60	55.02		0					\$5.71	\$274.89
3/19/2016	\$98.94	19.4		0					\$3.21	\$95.73
3/20/2016		0		0						\$0.00
3/21/2016		0		0						\$0.00
3/22/2016		0		0						\$0.00
3/23/2016		0	\$435.33	110.21					\$14.15	\$421.18
3/24/2016		0		0						\$0.00
3/25/2016		0	\$198.37	50.22					\$6.45	\$191.92
3/26/2016		0		0						\$0.00
3/27/2016	\$130.10	25.51		0					\$4.23	\$125.87
3/28/2016	\$129.54	25.4		0					\$4.21	\$125.33
3/29/2016		0		0						\$0.00
3/30/2016		0		0						\$0.00
3/31/2016		0		0						\$0.00
	\$1,395.90	273.71	\$854.90	216.43	\$0.00	\$0.00	\$0.00	\$0.00	\$73.31	\$2,177.49

Balance of Funds for Fuel Purchase

Fuel Purchases		
Amount	Gallons	Type
\$6,306.96	2517.00	Jet A
		100 LL

Accumulated Credit Card Balance			
Month Total			
Month Balance	Payments	Description	Balance
\$2,250.80			-\$1,638.42
			\$612.38
	\$3,083.86	CC Rem	-\$2,471.48
	\$0.00	Cash	-\$2,471.48

Inventory of Fuel

	Beginning Reading	Gallons Purchased For Month	Gallons Sold For Month	Actual Ending Reading	Ending Reading	Pump Loss	Cost Per Gallon	Total Inventory
100 LL	3354.00	0.00	273.71	3080.29	3019.00	-61.29	\$4.40	\$13,283.60
Jet A	1446.00	2517.00	216.43	3746.57	3737.00	-9.57	\$2.51	\$9,379.87
Total	4800.00	2517.00	490.14	6826.86	6756.00	-70.86		\$22,663.47

Milford Municipal Airport

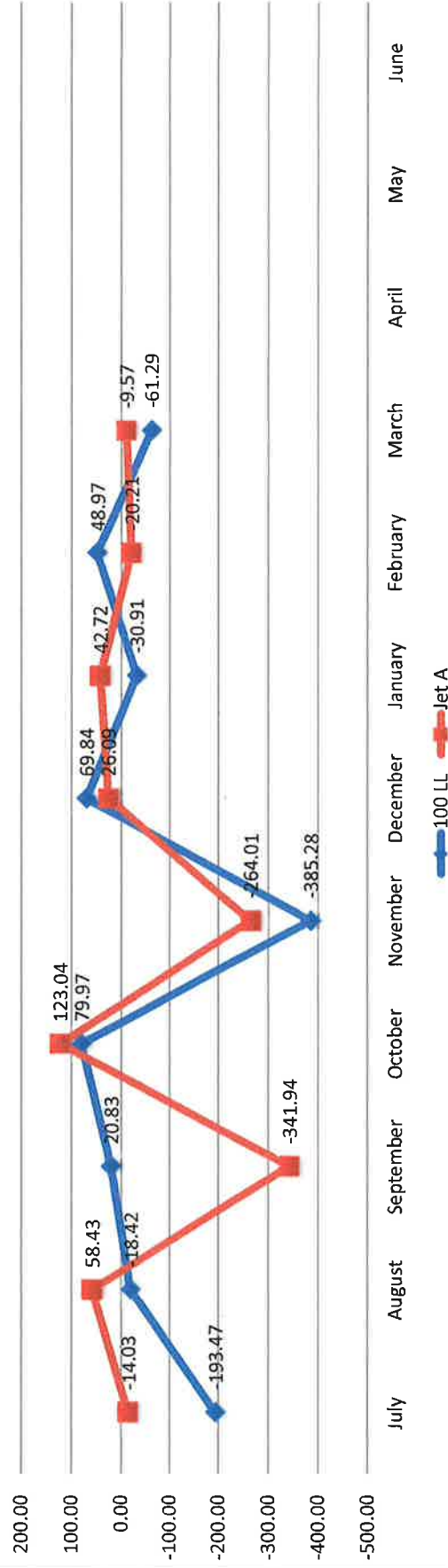
Fuel Loss/Gain

2015-2016

	July	August	September	October	November	December	January	February	March	April	May	June
100 LL	-193.47	-18.42	20.83	79.97	-385.28	69.84	-30.91	48.97	-61.29			
Jet A	-14.03	58.43	-341.94	123.04	-264.01	26.09	42.72	-20.21	-9.57			

Milford Municipal Airport

Fuel Loss (-)/Gain (+)



9/22/15 Bart reported that the fuel dispenser read 191.64 gallons however we only sold 19.97. We locked the JET A fuel dispensers and put in a service call on the JET A Dispenser.

We figure someone stole roughly 177 gallons of Jet A Fuel. The Jet A Dispenser will remain out of service until the problem is fixed to prevent anymore fuel from being stole. After having Westech onsite the Jet A Dispensers pulsifer board has burned out. It not covered by warranty-MB

Milford City Council Meeting
Tuesday, March 15, 2016, 4:00 P.M.
Milford EMS Center, 880 North Main Street
Milford, Utah 84751

Members Present: Mayor Davis, Council Members Aaron Cox, Wayne Hardy, Les Whitney, Russell Smith, and Terry Wiseman

Absent: None

Staff: City Administrator Makayla Bealer, Administrative Assistance Lisa Thompson, City Recorder Monica Seifers, City Foreman Ben Stewart, Attorney Leo Kanell

Visitors: Jeff Davis, Bart Fisher, Todd Burke, John Kesler, Jesse Ralphs, Sarah Wray, Lisa Carter, Chad Blackburn, Matt Robinson, Kim Netto, Max Anderson, Patricia Stewart, Maxine Cox, Dennis Cox, Audrey Conard, Ann Buffington, Dennis and Margaret Miller

Call to Order

Mayor Nolan Davis called the meeting to order at 4:00 p.m.

Recognition to Visitors Relating to City Business

Jeff Davis, Milford Lions Club – Discuss Recreation Complex Improvements

Mr. Davis stated that the Lions Club is making signs for the entrances of Milford. They will be 10 x 16 foot all metal, "Welcome to Milford. Home of World Champion Saddle Bronc Riders." They will have a place to add the names for each champion. Working with Makayla and UDOT on the Right of Way. The Lions Club has been discussing a 100 by 100 foot building for the club meetings, as well as hold dances, rent it out for weddings, etc. and could be utilized by Smithfield, CS Mining. Would have the ability to hold 400-500 people. They are in the process of getting the funding together. Asking the Council for a possible lease on property. One thought was to relocate the rodeo arena across the street to make it big enough to be functional and then put the building there. Across the street from the arena next to the Lions Club RV Park. Those are the two options they have been discussing. Mayor Davis stated that he appreciated everything the club had done in the past and the plans for the future. There are a lot of things that have been done that we wouldn't have without the club. He supported the idea. This building would be a big asset to Milford City. It is hard to hold dances, meetings, wrestling, etc. in addition to being an asset to the Lions Club. Jeff Davis - It will be a 2-3 year plan. It is close to where the Lion's hold most of their events anyway. Mayor Davis - Why a 30 year lease, why not 50 or longer? Jeff stated they could do whatever for the length that was just what he came up with. You could do a 90 year lease. The cost would determine moving and improving the rodeo arena. Jesse Wright is one of the newest members of the Lions Club. He said to hold a rodeo you need six chutes and we currently only have three. When we move it across the road, if that is the plan, and we were to make the improvements to include six chutes, they've got contacts that could help us put on a rodeo for the first couple of years. It would bring more into the community that way, as well. Mayor Davis was in favor of the Lions Club moving the arena. Council Member Cox asked if there were ever any plans to put in another ball field where the arena is currently located. Mayor Davis cited that there was not any talk of adding another field. Nobody had heard any ideas of that taking place. Jeff Davis stated there was no place to hold dance classes right now. That is where we would generate some revenue to pay for the utilities, etc. by renting it out, for a small fee, to some of these businesses. Parking would not be an issue. Council Member Cox asked Mayor Davis how the animal ordinances would be affected by holding stock at the arena. City Administrator Bealer explained that the Planning Commission would have to adopt an ordinance for temporary holding of stock. Administrator Thompson has begun looking into it. Mrs. Bealer asked the Council if they wanted to pursue with drafting lease documents. Attorney Kanell to work on putting something together.

Max Anderson, Beaver County Housing Authority – Discuss Parking Options and Improvements on City Property

Mr. Anderson would like to put gravel/road base in the area behind the apartments located at 481 North Main so the tenants can park there. It is City property and the tenants have been parking there for quite some time. Beaver Housing Authority would be willing to have it graded and gravel brought in. There are some telephone boxes but Foreman Stewart was not aware of any utility lines that ran through there. Council Member Hardy did not see a problem with parking there and making the improvements. Council Member Smith agreed, it would be an improvement. Mr. Anderson stated that they would keep the weeds down and make sure there are no trailers and unlicensed vehicles as there have been in the past. Mayor Davis was for it, couldn't see a problem. Max will stay in contact with Makayla.

Chad Blackburn, Smithfield Foods – Discuss Main Street Enhancement Project

Mr. Blackburn presented a handout to all of the members. Every year Smithfield does a Sustainability Program. A few years ago they participated with Milford City on the east side of Main Street, using money that was donated by First Wind. This year they would like to do the west side, putting in red rock, much like what Family Dollar put on their property. During the week of the project they would have their employees come in and spread the red rocks. He has talked with Jeff Davis about possibly putting in the signs the Lions Club were discussing at the same time. Council Member Hardy asked about property ownership. Mr. Blackburn explained that on the handout everything in red is private property, but there was an easement for UDOT, Milford City would have to do an encroachment permit. A letter would have to be sent to the property owners letting them know what the plans are, suggested having it on City letterhead. Rollins Construction is willing to haul some of the material, but may require some help from the City crew and equipment. He was able to get county road to help last time and was sure Cory would be willing to help this year. The cost is going to be around \$1400-\$1500, but he thinks he can get it in donations. There will be no trees. May 3rd would be the day the gravel would be spread. We may need the City to help with equipment and bringing in some fill. Mayor Davis stated we appreciate everything Smithfield has done in the past, they've been a positive impact in the community. This is a good step in the right direction. Maybe someday in the future we can get a water line put in, so we can put trees in on that side. Chad asked if the City had any funding available to let them know. If Milford City could put in for the encroachment permit and send an informative letter, and have the crew assist, it would be appreciated.

Jesse Ralphs, Sunrise Engineering – Discuss General Service Agreement for Small Projects

Mr. Ralphs presented the General Engineering Services Agreement to cover time and materials for minor engineering projects that do not merit a scope of work. As things come up, like mapping or minor engineering services, it would be billed on a time and materials basis. It is something Sunrise has done in other communities and is not necessary, just an option if the Council is interested. He does not need an answer right now, he is just putting it out there for the Council to consider. Council Member Cox inquired about the cost. Jesse explained that it would be set on a fee schedule, Milford City would be charged for time and materials only on minor engineering projects.

- *MOTION: Council Member Terry Wiseman moved to approve the Mayor to sign the agreement with Sunrise Engineering for general engineering projects. Motion was seconded by Council Member Russell Smith. All were in favor, motion passed.*

Jesse Ralphs, Sunrise Engineering – Discuss Irrigation Master Plan Options

Last year during budgeting of the Water Master Plan there was discussion of doing an irrigation system feasibility study, it was ultimately taken out and they just did culinary water. The irrigation master plan was kind of put on the back burner; it was something that was kind of planned for this coming year. There are a few different options should the Council want to do this, again there is no commitment to do it. Makayla had just requested some costs for budgeting purposes. When they put it in one of the proposals from the Water Master Plan as a combined study there is interest in feasibility of putting in a city wide secondary system. That would include building a water model, getting you cost estimates to extend that to the full city, and how it would impact the culinary system. That was kind of what Sunrise looked at last year. The cost for a secondary water system feasibility study is the same as what was proposed in the Water Master Plan last year; \$20,000. If you wanted to look at the GIS Mapping of the existing secondary water system, it would be \$5,000. The second option is a secondary water system analysis looking at the current system and the demands on it. They would look at material feasibility making recommendations for adding storage. That would be \$9,500, and then \$5,000 for the GIS Mapping of the existing secondary water system. It is not required, Jesse just wanted the Council to have the information should they want to look into it for the next budget year. Mayor Davis asked about CIB. Jesse looked into it and CIB does not fund an independent irrigation system study. As far as funding agencies, we have looked into the Board of Water Resources, and they do have planning grants that are available, they would potentially provide up to 50% but there are some strings attached. We would have to look at conservation measures and some other things, but that would not be too hard to do if you wanted to pursue that. Jesse's personal opinion was that if the City was looking at a \$20K-\$25K project it might be worth looking into. Mayor Davis asked if we did the study on the irrigation, would it give us an idea of whether we can take a load off, or do we still want to pursue a second well? Jesse stated that there were two aspects to that. As far as a source capacity requirement on the culinary system, if you look at your peak day demand - and your source is supposed to be able to provide that - that is typically summer use when you have outdoor and indoor use. If you take the outdoor off of it, from a capacity standpoint, you could very well be using just the source from the one well that you have. There is also an issue of redundancy- having a backup culinary well. On that aspect, that doesn't do away with that recommendation to have a second culinary source. So it might still be prudent to pursue that. If you did a feasibility study and included the whole town in a secondary system, it is his recommendation that it would be secondary to the culinary improvements and may be a few years down the road. Mayor Davis felt we would be better off pursuing the secondary well and backup well. He would just as soon pursue that. To do an irrigation system throughout town would be very costly and he would rather have a secondary system in place and then work on the sewer before we try to expand our irrigation. We have issues

with sewer, our lift station, and we need a good study to see where we are at. Jesse felt that the water and sewer were the top two priorities.

Jesse gave a general update on the culinary side, the wells, meters, booster system, Ben had him come look at the tank. They are still tracking on that. They are going to meet with Rural Development and get an idea of their funding. Water rights kind of ties in with that, if the City decides to move forward with those improvements. Once the meeting with Rural Development happens they will be have better information.

Consent Issues

Consent issues including bills and payroll, Financial Report February 2016 and Minutes of February 16, 2016 Council Meeting were presented.

- *MOTION: Council Member Russell Smith moved to approve the consent issues as presented. Motion was seconded by Council Member Les Whitney. All were in favor, motion carried.*

New Business

Discuss and Approve Agreement with Beaver County School District for Bus Parking Lot

Todd Burke - Have gone back and forth with Planning Commission and have reached a compromise. The school board recently adopted the plan. Council Member Whitney felt the school district did a good job with coming up with a plan to meet with the City's concerns. Mr. Burke stated that a good thing that came out of the Planning Commissions feedback was the idea of the mud and gravel control. They will be putting in a cattle guard to catch the debris and keep it off of the streets. The gate will be automated so it should not allow entrance of kids or public. The pad placement should meet requirements of setback. Mr. Burke stated that he would not like to see any hard surfacing in the north west corner feeling that it would impede with sight for traffic coming off of 700 West. Council Member Hardy asked why they were parking right there? That is where the power was already installed. This will strictly be for busses, there are no plans for storing other vehicles at this site. Mayor Davis thanked Mr. Burke and the Planning Commission for their efforts.

- *MOTION: Council Member Les Whitney moved to authorize the Mayor to sign the agreement as presented. Motion was seconded by Council Member Wayne Hardy. All were in favor, motion carried.*

Authorize Purchase of 1997 Grader

Administrator Bealer did not receive the paperwork from Wheeler. The total price is \$72,500 and Wheeler is drawing up the documents. Council Member Whitney stated he would like to authorize the purchase, so we don't lose another month of operating the grader.

- *MOTION: Council Member Les Whitney moved to authorize the Mayor to sign the purchase agreement from Wheeler, pending the review and approval from Attorney Kanell. Motion was seconded by Council Member Russell Smith. All were in favor, motion carried.*

Follow Up Discussion of Drainage Issues at 400 West and 200 North

Council Member Wiseman went and looked at it and there is not much that can be done. We could probably go in and do a waterway across on the south side of the road, maybe eliminate an inch or two of water coming down that street, and then cut a little bit of drainage on the south side, but it's all dirt. He can't see anything else to put in there. Administrator Bealer presented the Council with the grades that Jesse provided. Council Member Cox asked Foreman Stewart what his thoughts were. Foreman Stewart thought it would help some to put in a waterway across there, on the south side. There isn't a lot that can be done on the north side. Mayor Davis explained that they tried a valley gutter there in the past but they had to put the asphalt hump in. He recommended leaving the hump on the north side. Makayla clarified asking if what they are wanting to do was a valley gutter by Garey Bearden's, and rebuild the hump between Sandi Wunderlich and Dustin Thomas? Yes, that is correct. Makayla asked if this needed to be budgeted for July 1? Mayor Davis said yes, include it in the July 1 budget.

Hiring of Additional Lifeguards for 2016 Season

Administrator Bealer reported there were three additional applicants. Missy recommended hiring all three of them, it would give her nine guards for the season.

- *MOTION: Council Member Wayne Hardy moved to hire the three applicants. Motion was seconded by Council Member Les Whitney. All were in favor, motion carried.*

Rezoning of Parcel 0005-0035-0018 From MR-30 to Main Street Commercial

Administrative Assistant Lisa Thompson explained that the old hospital property was zoned MR-30 rather than Main Street Commercial. This limits what can be done on that property without having to obtain a CUP. There are no permitted uses for the building on Main Street that can be obtained without getting a CUP. Across the street is all MSC. She is not sure why this lot (old hospital) wasn't zoned MSC. It is believed that this was an oversight when it was rezoned MR-30 when the apartments were built back in the 1990's. Council Member Hardy inquired what the reason

was for changing now. Lisa explained that this was discovered back in December when the property owner, Lincoln Cox, started inquiring about splitting the property. As she looked into the zoning she found that it was zoned MR-30 rather than MSC. Nobody asked that it be changed, she just felt that it needed to be done now that we have caught it. Council Member Wiseman asked if it would go all the way to the south side of the state shed. Lisa explained that the apartments needed to stay MR-30, they are multi-family units and are not permitted in MSC. Makayla explained that when they put in the apartments behind the hospital, they had to rezone it for multi-family and it included all property, and it was likely not caught because the hospital was already there and operating. Public Hearing is set for 5:15 PM – action to follow public comment.

- *MOTION: Council Member Les Whitney moved to follow Planning and Zoning's recommendation to rezone the location of 451 North Main to Main Street Commercial. Motion was seconded by Council Member Russell Smith. All were in favor, motion carried.*

Old Business

Community Center Update

Administrator Bealer received a bid from Abatement X. They met with Makayla and Les at the building and have actually reduced the bid to \$39,175.00. We will have a public hearing at 5:30 PM to see what the citizen's in Milford are wanting to see done with the building, so this is just informational. Les inquired about the other bid. Makayla explained that the first bid was \$80K-\$110K, but he wanted it done on his off season, it was a floating bid. We will have to obtain another bid, but this gives us a good idea on where we are looking. The first bid came in at \$49,250. After doing an on-site inspection and seeing the building they were able to cut the cost. Mayor Davis reported there was a prioritization meeting Monday morning in the commission chambers. He plans to attend and take it off the one year list and get it on the 2-5 year list. There is no way we are ready to seek funding this year.

Discuss Operating Hours of Concession Stand

Administrator Bealer stated this is back on the agenda for Council discussion. Mayor Davis stated he had no problem with them operating during community activities. He is concerned with their request to open a few nights a week when there were no activities. His concern is with making improvements to the concession stand at the city's cost and the operators would be competing against private enterprise with no overhead. They would have City provided power and water. He did not think it would be fair. Council Member Smith agreed that they should only be open when there are there games going on. Council Member Whitney also agreed, there is no overhead and it is not fair to those business owners who have to operate with overhead. Council Member Cox asked if the high school had activities could they operate? Makayla explained that in the past, any athletic activities for the city recreation or the school, the concession stand has been available to operate during those functions. It was the consensus of the Council to maintain the operations as a concession stand only. Makayla to let the operators know that operation is restricted to recreation activities only.

Ordinance and Resolutions

- None.

Staff and Council Reports

Staff Member Reports and Comments

Leo Kanell ~ City Attorney

- We went through a process and hired Sunrise Engineer as our City Engineer. It would be appropriate to look at a contract for the stuff that they do.

Makayla Bealer ~ City Administrator

- Had a citizen make contact regarding problems with moles on commercial property. They have requested suspension of firearms restrictions but the attorney has advised against it due to liability issues. Mayor Davis agreed that it was not a good idea, it would be difficult to manage.
- Smithfield has asked if there are any projects that the City would like to see done that they could help out with if there are any the Council can think of.
- The Budget Wish Lists are due tomorrow.
- During the auditor's presentation, Crimson reported that our Debt Service Fund had a balance of \$246,295. Attorney Kanell had inquired if the City could transfer funds from the water and sewer to help decrease the deficit. Crimson has researched that and has reported the City is able to do that. Currently the General Fund is sitting at \$220,202 so we are doing well. The General Fund has to be operating between 5 and 18%, which we are. We have paid off two bond payments this year. Every time we get a bond payment, we have to put money into reserves for those bond payments. We currently have \$38,880 in the water and \$65,000 in the sewer. By state statute we could transfer that money over to the Debt Service, there is just a requirement that we hold a public hearing. She presented

a sample budget to give an idea. With the sale of two of the Lewis Addition SID properties, making \$19,050 off the two lots. If we transfer the funds we could take the deficit in our Debt Service Fund down to \$98,365. Would the Council like to transfer that money over to the Debt Service? A public hearing would be required if the Council would like to pursue this. Council Member Cox asked Makayla what her thoughts were. She replied that this was an audit finding and it's going to continue to be an audit finding until you get that money paid back and the only way you are ever going to get that money paid back is to transfer the funds. That is extra money that is sitting in your water and sewer and have been tied up on the bonds. The money is there and available. It is not money that we have relied on so she felt the best bet is to put it back toward the Debt Service and then continue to sell those properties. Attorney Kanell clarified asking if we do that, the accounting part writes that off and reduces the Debt Service but does that end up benefiting the General Fund in some way or just the Debt Service Fund? There's the accounting part, but where does the actual money go? Makayla explained that it goes to the General Fund. The General Fund paid for the Debt Service. Leo stated that it would be a good thing then. Makayla cited that eventually everything will end up above the positive. If you remember, we took our MBA Fund and combined that with our Debt Service Fund, so we would only report one deficit on our accounting system. The General Fund has been paid back and we paid back our water, so eventually everything is going to get back to that zero line. Does that make sense? She asked the Council if they wanted to pursue with holding a public hearing and work at eliminating the debt service reminding them that it is an audit finding and will continue to be until we resolve it. Council Member Whitney asked Makayla as the Chief Financial Officer in conjunction with the auditors, was that a recommendation? Makayla replied yes, she recommends it and the auditor's are on board. If we continue to sell those Lewis Addition properties that should continue to go down. Mayor Davis discussed this with Makayla this afternoon and feels that where this has been an audit finding year after year it would be the only way to go. Ken Hinton made a recommendation years ago but at the time it was almost impossible. He felt it was a step in the right direction.

Regular Session suspended at 5:16 P.M. for public hearings, reconvening at 6:07 P.M. Council Member Wayne Hardy was excused at 6:07 P.M.

Council Member Russell Smith ~ Cemetery, Sewer

- It's great that the Lions Club and Smithfield are community oriented and doing things to help improve it. He commended them for getting involved. Mayor Davis agreed stating that the City needs to help them out, it is just going to make our community look better.
- Asked Ben what he learned at the gophers meeting, what did he learn on the moles, on how we can take care of them? Russell has seen them in the cemetery, we are getting them everywhere. Foreman Stewart reported that there are poisons for them, we would have to get licensed or we could trap them. Russell felt that there were too many at the golf course to try to trap them. Before they get too bad at the cemetery, maybe we could use some traps and try to get to them before they get bad. Aaron said the schools are running into the same issues. Roger got certified to handle the bait. What you are calling a mole is actually a gopher. The ones out at the golf course are actually a ground squirrel. Russell replied that they are whatever ones that don't actually come up, they just mound. Aaron said they were trained to inject poison down into their ruts. To trap them there are a few different traps they have used, they seem to be working pretty good. The ground squirrels, there is another poison they use on them. He talked to Ben about sending one of our guys to get trained to handle the poison so we can get a handle on it. Les asked what it cost to get certified. Aaron didn't think it was too much. Another resource is the Beaver County Extension Office out of Beaver, Mark Nelson. It might not hurt to bring him in. Mayor Davis suggested getting a hold of Mark and also find out how much it costs to get someone certified.

Council Member Les Whitney ~ Planning and Zoning Commission, Buildings and Equipment

- We need to be looking at making a decision on the concession stand. He will let her present some information Makayla reported that the City put the concession stand out to bid and it was put out that they needed to provide their own appliances. The current concession stand operators would like to put in a hot plate. She and Les have investigated and have found out that a class 1 hood system would be required. Back when the concession stand was built it offered nachos, hot dogs, popcorn, etc. Over the years it has evolved into more. With that comes code requirements for cooking in the building. Les has done some research. There are a few options: 1) allow them to cook outside of the facility and required they fence it off for protection of themselves and the patrons 2) install a hood system that would allow them to cook inside the facility. Les found out that a class 1 hood system, which is self-containing, would have to be installed to allow for cooking of food inside the building. The law states that anything that puts out a vapor odor, has to be in a Class 1 hood system with a suppression system, or anything greater than an inch of grease. So when this came to us, he dug in and started gathering some costs so the City would have an idea what it would cost to bring that building up to code for this type of use. The fire suppression system itself, that would go in the hood, would cost between \$2-3K. A hood system (4ft x 4ft hood) is approximately \$2K. And then an additional \$800 for the exhaust system. It has really opened up a can of worms for everybody. Makayla reported that the operators are wanting to open March 29th for the high school softball and

baseball games. She does not know what the Council is wanting to do, but it looks like we are looking at about \$5800 to install a hood system so they can put their equipment in our facility. Or, do we put a fence and have them cook outside of the building, but it would have to be secured. Les stated that another option that was made available to him, that he didn't like at all, was the fact that, stepping aside as the City Council Member and advising the Council as the Fire Chief, he can tell them what has to be done by code and whether they choose to meet that code or not is entirely up to them. The Council could write him a letter thanking him as the Fire Chief for his information however they are electing not to comply. Whether the City Attorney would advise them to do that or not, he does not know. He knows where he would be if he were to vote on it. At that point, the Council would accept every drop of liability that could possibly surface. Is that not correct, Leo? Leo stated he would not be in favor of them doing that. Mayor Davis stated he would never sign a letter to that affect. Les cited that it comes down to what we want to do and how much we want to put into it. Mayor Davis claimed that it was a lot easier when we were selling licorice and pretzels. There are costs associated with this and if we were to go into it, he felt the lease agreement needed to be analyzed. He can't see putting all the money into the improvements if we would have to charge a higher usage fee and aren't going to be able to get people to run it. If the City wanted to do it and operate it ourselves, but he can't see doing it in hopes that we can get someone to lease it. It is a problem in surrounding areas. Another concern he has with having them cook outside is where they would set up at. Makayla explained that they could do what the prior operators did, and that is to prepare it all at their residence and then transport it to the facility in warmers and crock pots. Aaron stated that maybe in the future we can look at upgrading it, but right now, he didn't see where we could. Makayla asked what the Council wanted to do. Do you want Les to get more bids or do you want them to tell the operators that the code does not allow them to utilize the deep fryer or a grill recommending that they make other arrangements? Council suggested that they do all food preparation at home or outside of the facility. If they choose to utilize a grill outside at the facility, they will need to secure it from the public.

➤ Makayla reported that swamp coolers at the swim pool and the concession stand have been bid out. The low bid for the pool was \$1800. We feel this was rather high and that the City crew could buy a 4000 cfm swamp cooler and install it. The swamp cooler at Home Depot is \$497 and then the labor would be minimal. The one at the recreation stand came in at \$2690. She felt that we needed to pursue that one. Charron Heating and Air got that bid. This will require duct and electrical installation. She has talked with Les and Wayne multiple times, she wants to make sure the Council agrees with their suggestions. In summary, the crew will purchase and install the cooler at the pool, Charron will complete the project at the concession stand. Makayla asked how they wanted to proceed. Mayor Davis suggested having Charron install the downdraft swamp cooler at the concession stand and the crew install at the pool.

Meeting Adjournment ~ *As there was no further business the meeting adjourned at 6:37 pm.*

DRAFT

**Milford City Council Public Hearing
Tuesday, March 15, 2016, 5:15 P.M.
Milford EMS Center, 880 North Main Street
Milford, Utah 84751**

Present: Mayor Nolan Davis, Council Members Aaron Cox, Wayne Hardy, Russell Smith, Terry Wiseman and Les Whitney. City Administrator/Treasurer Makayla Bealer, City Recorder Monica Seifers, Administrative Assistant Lisa Thompson, City Foreman Ben Stewart, and Attorney Leo Kanell.

Absent: None.

Visitors: Maxine Cox, Dennis Cox, Ann Buffington, Dennis Miller, Margaret Miller, Anne Denny, Audrey Conard, Jesse Ralphs, Bart Fisher, Geraldine Barnes, Patricia Stewart.

Mayor Nolan Davis called the Public Hearing to order at 5:17 pm

The purpose of the meeting is to hear public comment regarding the Re-Zoning of Property located at 451 North Main (Parcel 05-0035-0018) from MR-30 to MSC.

Mayor Davis called for comments.

There were no comments.

MEETING ADJOURNMENT

As there were no further comments the public hearing adjourned at 5:29 p.m.

DRAFT

Milford City Council Public Hearing
Tuesday, March 15, 2016, 5:30 P.M.
Milford EMS Center, 880 North Main Street
Milford, Utah 84751

Present: Mayor Nolan Davis, Council Members Aaron Cox, Wayne Hardy, Russell Smith, and Terry Wiseman and Les Whitney. City Administrator/Treasurer Makayla Bealer, City Recorder Monica Seifers, Administrative Assistant Lisa Thompson, City Foreman Ben Stewart, and Attorney Leo Kanell.

Absent: None

Visitors: Maxine Cox, Dennis Cox, Ann Buffington, Dennis Miller, Margaret Miller, Anne Denny, Jesse Ralphs, Clark Grimshaw, Bart Fisher, Geraldine Barnes, Patricia Stewart, Sarah Wray, Blaine Salisbury

Mayor Nolan Davis called the Public Hearing to order at 5:30 pm

The purpose of the meeting is to hear public comment regarding the Disposal of Real Property – Options for the Demolition or Remodel of Milford City Government Building located at 26 South 100 West.

Administrator Bealer read the Milford City Governmental Building History and Update to those in attendance.

Option 1: Remodel the existing building which will cost more and there are no grants available. Taxes could increase significantly.

Option 2: Obtain funding through CDBG - Milford City General Fund would cover what the grants do not cover.

Mayor Davis added that the City has worked with the engineer and architects and have done extensive walks through the building. Anything can be repaired, but to what expense? The building is not on the Historical Buildings Register because the building is not in its original form and has been added on to over the years. It is a very extensive process if we want to renovate the current building. The cost factor is astronomical to try to repair the building. Mayor Davis has met with CIB and CDBG. The City could get some funding for demolition but there is no funding for remodeling, renovation or maintenance. Funding needs to be geared toward Capital Improvements for both CIB and CDBG. There has been a lot of work and a lot of thought put into this. There really is no easy answer. We do not want to see this building torn down but we have to look at what is most practical for the City.

Mayor Davis called for comments. Mayor Davis asked the public to obtain the floor and state their first and last names prior to making any comments.

Patricia Stewart - I really would hate to see the old building go however I understand the financial side of it. I hope there is someone that can look for other historical communities groups, whatever, if it's even possible. My feeling is if you can save it save it, but if you can't at least memorialize it somehow like you planned. It is one of the first buildings that was here and it is part of our history and I think it is just real important that we at least try to do something, not just tear it down and move on.

Mayor Davis stated that was the intention of this Council. He has been in contact with people in North Dakota and the Midwest where they have had this problem. There are hundreds of buildings right now in the US that are facing the same thing Milford City is right now. They have these buildings and they don't know what to do with them due to the bat infestation. We are lucky, we have had few health issues and have been able to rectify them by moving out of the building. Places in North Dakota and Indiana have not been as lucky, some of their employees have had some severe health issues such as back problems, spinal problems and such that were caused by the bat guano and black mold. This is what we don't want to have happen to any of our employees.

Margaret Miller - What is the plan for the bats once the building is torn down? They are still going to come back, they are still going to be there, they do benefit the town. What is the plan for keeping them out of the other buildings in the area?

Mayor Davis discussed this concern with Keith Day of Department of Natural Resources. Mr. Day said good luck. They are a creature of habit, they are a Brazilian Brown Bat. They leave in October and come back every year. If they come in and find that building gone, they are going to find another place to setup shop.

58
59 Margaret Miller - Do you have enough bat houses at present?
60

61 Mayor Davis – Yes, as far as bat houses, some of worked but a lot haven't is what we have been told. Mr. Day was
62 going to do some more follow up but he said it is just like mosquitos, they come and they go.
63

64 Dennis Miller - Have you considered other sites for the City Office Building?
65

66 Mayor Davis - We have considered several options but we like the location because everything is already there and
67 we would not have to pay for more property. There has been discussion of trying to move everything down on Main
68 Street. The problem we have with moving everything down there is purchasing property, asbestos abatement on all of
69 the property, then we have to go after funding to build. Parking is also an issue. If we do it on the east side of the
70 street we run into the situation where would the rail road would even allow us to park because the rail road property
71 actually goes up to the back door of those buildings. If we go on the west side, there is a lot of property there but there
72 is still a parking issue. We have talked about getting private development involved but we don't know if the City
73 wants to take on the liability of building offices to rent out and not have anybody rent them and then we are setting
74 there with empty offices and the tax payers have to pick up the costs. So, we have looked at that option. We have met
75 with Economic Development in Beaver County. Also met with a gentleman from Ogden City and he had some great
76 plans but the costs were astronomical. We can't get long term commitments from commercial prospects.
77

78 Margaret Miller - Are you planning on using any of the existing items at the building?
79

80 Mayor Davis – Yes, we are planning on using what we can – to incorporate what we can into the new building.
81

82 Margaret Miller - What do you intend to have in the new building?
83

84 Mayor Davis - We would have offices for the City Staff. We want to have a large room to hold non-denominational
85 funerals, weddings, etc. Actually, the plans we looked at before was kind of a multi-purpose type use. We could use it
86 for Council Chambers and Judges Chambers. When we sat down and came up with a concept drawing, we had a
87 beautiful building. It had a large facility for community gatherings, it had offices for the City, it had offices for the
88 deputies, it had a nice courtroom and offices for the Judge's staff, and then a few extra offices for if we moved the
89 fire department over there. The cost came in at \$2.2 million so we had to scale that down. We have got to decide what
90 we need for Milford City. It has kind of changed right now with the Lions Club's proposal. If they are going to build
91 a large building by the baseball fields that could be used for all community activities, I don't think it would be wise
92 for Milford City to invest in any large room when the Lions Club's could be utilized. That would cut the costs down
93 for the City and help the Lions Club. There are so many different options. Do we want to include the Sheriff's Office
94 or do we just want to build? I want to keep the deputies and the court/DMV office here. If we lost those services we
95 might not get them back. It took a long time to get them we need to keep those services here.
96

97 Dennis Miller - How many square feet are you looking at?
98

99 Mayor Davis - It just depends on how many offices we need to put in there, if the deputies and court/DMV office is
100 involved, if we do a multipurpose room for Council Chambers and Judge Cox will have to be setup to hold his court
101 there. The County is going to have to have several offices. The City is going to need to have three or four. If the fire
102 department locates there, they will need three offices.
103

104 Dennis Miller – Are you looking at a single floor plan, one story or what?
105

106 Mayor Davis – It depends. That is the advantage of going down there, we have the room to actually build upper and
107 lower and have it on one single property. Once we decide which way to go we will get some concept drawings and
108 then present them to the public and get their feedback.
109

110 Anne Denny - How much will it cost to demolish the building?
111

112 Mayor Davis - Once we get through the abatement process, we are looking at \$60K.
113

114 Anne Denny - That is cheap.
115

116 Mayor Davis – Yeah, but how much do we want to salvage to keep and use. We could also possibly look into an
117 agreement with the county where we could do a joint demolition.

118
119 Geraldine Barnes - How do you ensure that the bats are gone, even with a new building.
120

121 Mayor Davis - We are not able to. They will relocate someplace else. Mr. Day's opinion is that they will go into the
122 old buildings downtown. It is easy access and they will not be disturbed there.
123

124 Dennis Cox – The year that we first sealed that up, I was out in my front yard right at dusk and I saw a bat fly behind
125 my chimney, and then I saw another one fly out from behind my chimney. I have a one inch space behind my
126 chimney, so I went in there and looked and I couldn't see through it. I went and got a flash light and there must have
127 been 1,000 bats in a one inch space nine feet high between my house and my chimney.
128

129 Mayor Davis – Them columns are full of them down there (26 South 100 West). It takes a quarter inch for a bat to get
130 in.
131

132 Dennis Cox – I was stunned. I don't know if they were migrating and stopped there. I filled it with silicone. I couldn't
133 believe there were that many bats in there.
134

135 Mayor Davis – Mr. Day stated that some of these bats might move on, they might find another community, but it is a
136 guessing game.
137

138 Dennis Cox - We had problems with them at the new elementary school, they finally left when they realized they
139 couldn't get in. They couldn't get up into the attic. You might look at how they built that.
140

141 Mayor Davis - The new convention center in St. George had them the year after it was built.
142

143 Sarah Wray - Are these bats protected, could you do smoke bombs?
144

145 Mayor Davis - They are protected.
146

147 Dennis Cox – I spent nine years down there, and I know Makayla was there, and Monica, and I have what is called
148 Coccidioidomycosis in my lung now. I have a tumor the size of a tennis ball growing in my lungs now, from fungus. I
149 asked my pulmonologist down in St. George if this could be related, because that stuff fell down right in front of
150 Susan and I's door. Just right there. I'm still having a hard time breathing, I have been on medicine now for four
151 months and I've got another year to go to try and kill this thing growing in my lung from that. We have got to do
152 something. The town in general needs a face lift and that is a good place to start. Build a decent community center in
153 the center of the town that brings Milford back up to what Milford is. Those that live here know that this is an
154 incredible community.
155

156 Mayor Davis – And we can do that, we had met with Jesse and we did have Bill Western from St. George come up
157 and spend a lot of time in that building. We also had another architect out of Salt Lake City look at it and he come up
158 with a proposal, but it was a building that you would put in Sandy City, not Milford – it was in the \$3-4 million
159 range. We don't need that. The concept drawings were real nice.
160

161 Dennis Cox – We don't need opulence, we need functional. I did not know about the Lions Club putting in a building.
162 I think that is a great idea. The County and City are renting, that is tax payer money and we are getting no return. I
163 have been told, I don't have exact figures, but over half of all of the property taxes, motor vehicle licensing and other
164 small things that the County deals with come through the Milford Office. Could you imagine the burden on the
165 people of Milford if they had to drive to Beaver to register their car or to go to a court room? Just the gas back and
166 forth.
167

168 Mayor Davis – I can remember the days when we had to go to Beaver.
169

170 Les Whitney - We fought too hard to get those services here and we don't want to lose them. Our main goal is to keep
171 those services here regardless.
172

173 Dennis Cox – The facility the county is at now is very adequate, very nice, but I still think that the County and the
174 City need to be together.

175 Council Member Wayne Hardy – I think we are getting away from why we are here.

176
177
178 Dennis Cox – Why are we here? Let's get this thing built.

179
180 Council Member Hardy – We are here to see what the people of Milford want. Do they want to raise their taxes and
181 save the building or go with a new one?

182
183 Dennis Cox – Go with a new one, absolutely.

184
185 Blaine Salisbury – The first option taxes will raise a little, now with the 50% loan that we would have to get to build
186 the new building, will the taxes increase as well to cover that loan or is that just gonna come out of the taxes you
187 currently take now?

188
189 Mayor Davis- Hopefully on the 50/50 grant-loan the grant would be just a grant as it is. The 50% on loan would
190 actually be on a 30 year note and would be paid back by the city. The city, in turn, would lease a portion of the
191 building to the county. The City and County would enter into a Memorandum of Understanding for the lease period.

192
193 Dennis Cox - Just to clarify, the first option to remodel would cost more than to build a new one, right?

194
195 Mayor Davis – Yes, and then there is no guarantee that we would be bat free. There are also rebates that come with
196 building new as well. Building new is just a better option.

197
198 Council Member Hardy - This isn't an easy decision for any of us. Especially for myself. That building means a lot to
199 me, I was married in that building. There is a lot of sentimental value. But when you dig into it and look at what it
200 costs and what you have got to do, you've gotta upgrade the whole building, put elevators in, everything has got to be
201 redone. There is no money for that unless the people of Milford pay for it. It is a tough decision. It is not going to be
202 easy for any of us. We do appreciate opinions.

203
204 Sarah Wray – You've got a building that at least looks good on the outside, if you are going to pull something down
205 and build something, I appreciate the parking issue, but I am sure you could pull down a lot of main street and make
206 that look nice, because that is an embarrassment.

207
208 Mayor Davis – You're right, it is, and it is something we have wanted to try and address, whether it is feasible or not
209 we don't know. We have talked about it in length in Economic Development. We have had nine companies give
210 proposals. The cost was astronomical. We would have had to pay them high fees up front and there was no guaranty
211 we would get the grants so the City and economic board felt it was not the best time. Scott Albrecht will be doing a
212 lot of leg work.

213
214 Blaine Salisbury - I enjoy history but at the same time I think that cost pays a huge part. If you can salvage some of it,
215 but salvage can increase your costs, but if you can incorporate some of it into the new building that would be great. I
216 know I haven't lived in the community as long as many others here, but I feel that would be the best option.

217
218 Clark Grimshaw - The letter says there was no money available for remodeling. Could you gut the building and leave
219 it standing, would that be considered new or remodel, and would money be available?

220
221 Mayor Davis – They will not do maintenance, they want Capital Improvement projects. With the Community Impact
222 Board the funding comes from minerals. It is actually down right now because the cost of oil is way down, so they are
223 not getting near the money to the CIB Funding Board. They are very restrictive on the monies they are going to hand
224 out. The Board is going to push toward Capital Improvement Projects. They want new structures to invest their
225 money in.

226
227 Clark Grimshaw – It would all be new, the building would be left standing.

228
229 Mayor Davis - If you just leave it standing it actually qualifies for demolition because it is a nuisance to the
230 community so we qualify for the Community Development Block Grant funding, they will give an almost 100%
231 grant. The City will have to come up with some. It is not a big cost to the citizen's if the City goes that route on the
232 demolition part of it. This does include the asbestos abatement.

234 MEETING ADJOURNMENT

235 As there were no further comments the public hearing adjourned at 6:07 p.m.

DRAFT

Chapter 2.26

Library Board

Sections

- 2.26.010 Library Established**
- 2.26.020 Board Established; Terms of Office; Bylaws**
- 2.26.030 Duties and Responsibilities**
- 2.26.040 Removal of Vacancy**
- 2.26.050 Compensation**
- 2.26.060 Voting**
- 2.26.070 Meetings**
- 2.26.080 Agendas**
- 2.26.090 Librarian; Secretary and Other Employees**
- 2.26.100 Reports**
- 2.26.110 Adopt Rules for Library Use; Free use of the Library**
- 2.26.120 Unlawful Acts**

Section 2.26.010 Library Established - Management

- A. The Milford City Library is hereby established to be kept and maintained for the purpose of enhancing the public's health, safety, morals and general welfare. The library shall be managed and operated by the Library Board pursuant to the provisions of this chapter.

Section 2.26.020 Board Established – Terms of Office; Bylaws

- A. There is hereby created and established a Library Board of the Milford City Library which shall consist of seven (7) members, all of whom shall be residents of the City of Milford or South Milford Flat area. Pursuant to state law, only one (1) member of the city governing body may be a member of the board. It is hereby established that one (1) member of the City Council shall be appointed to act as a liaison between the Commission and the City Council.
- B. Terms of Office: All board members shall be appointed by the Mayor, with the advice and consent of the city council, for terms of three (3) years or until their respective successors is appointed. If any member is an elected official, he or she shall be deemed replaced by his or her successor in office. Subject to the above, any vacancy on the board will be filled by appointment by the Mayor, upon recommendations from the Library Board and with the advice and consent of the city council.
- C. Bylaws: The library board shall govern itself by a set of bylaws that it shall prepare and have approved by the city council. A current copy of the bylaws shall be maintained in the City Office for public use. The bylaws may be amended by board recommendation to the city council, provided written notice of the proposed amendments shall have been mailed to all board members at least ten (10) days prior to the meeting at which such action proposed will be taken. The board shall appoint, under the procedures outlined in

the bylaws, any board officers designated in those bylaws. The bylaws shall include provision for training of the board members as well as the library staff.

Section 2.26.030 Duties and Responsibilities

The Board shall act in an advisory capacity to the City Council and shall have the following duties and responsibilities:

- A. Shall work to promote the Library in the community and enhance its level of quality.
- B. To take such steps as it may deem feasible to encourage grants or gifts in support of the public library.
- C. To advise and give input on the development of a general philosophy and book selection policy.
- D. Make recommendations and give advice to the City Council on matters affecting the Milford Public Library.
- E. The Library Board shall initiate purchase requests through the City Office by use of the purchase order system in standard purchasing procedure authorized by the City.
- F. Maintenance, Operation of Library; State Law Provisions: The library board shall:
 1. Maintain and care for the library
 2. Establish policies for its operation; and
 3. In general, carry out the spirit and intent of the state law as set forth in Utah Code Annotated section 9-7-401 et. Seq., as amended

Section 2.26.040 Removal; Absence and Vacancies

- A. Any member of the board may be removed for misconduct or neglect of duty by the Mayor or City Council.
- B. A member's office automatically becomes vacant if the member misses more than Twenty-Five percent (25%) of the boards scheduled meetings during any twelve (12) month period.
- C. Vacancies shall be filled for the unexpired term of any member whose office becomes vacant.
- D. Vacancies in the board occasioned by removals, resignations or otherwise, shall be filled for the unexpired term in the same manner as original appointments.

Section 2.26.050 Compensation

- A. Members of the Board shall serve without compensation.
- B. Members may be compensated for reasonable expenses incurred for official responsibilities from library funds, if approved by City Administrator.

Section 2.26.060 Voting

- A. Each member of the Board shall have one (1) vote.
- B. A quorum shall consist of any four (4) members of the Board. No meeting is official unless a quorum of members is present.
- C. The minimum number of votes required to take any action shall be a majority of those present at the meeting, provided there is a quorum, but shall never be less than four(4)

Section 2.26.070 Meetings

- A. The board shall select one of its members to be Chairperson. The Chairperson shall conduct all meetings and shall serve for one (1) year. Elections for Chairperson shall be held annually at the first January meeting of the year. A Chairperson may serve consecutive terms.
- B. All meetings shall be held in accordance with the Open and Public Meetings Act.
- C. The board shall meet at least quarterly, and may meet more often if necessary.
- D. Board business and discussion shall be conducted in open meetings in accordance with legal requirements and City policies.
- E. Audio and written minutes shall be kept for each of its meetings. Minutes shall be reviewed for approval at the following meeting. A permanent set of minutes of open public meetings shall be maintained and shall be open to inspection during normal business hours.

Section 2.26.080 Agenda

- A. Preparation of Agenda: The agenda for each meeting of the library board shall be prepared by the chairperson, and said agenda may cover all matters pertaining to the operation of the library.

Section 2.26.090 Librarian; Secretary and Other Employees

- A. The Library Board shall appoint a competent person as Librarian to have immediate charge of the library with such duties and compensation for their services as it shall fix and determine. The Librarian shall act as the executive officer for the Library Board.
- B. The Library Board shall appoint a secretary from the library board and such other officers as may be necessary to carry on the duties and functions thereof.

Section 2.26.100 Reports

- A. The Library Director shall make on or before March 1, of each year, an annual report to the City Council stating the current condition of the Library, including the various funds received for the Library, expenditures, and the purposes thereof, and such other statistics as it may deem of general interest or necessary to show the true state of the Library. In addition, the City shall furnish to the Library Board, a monthly budget statement showing

the amounts budgeted for the library use, the amounts spent, and the balance remaining in each budget category.

Section 2.26.110 Adopt Rules for Library Use; Free use of the Library

- A. The Library Board shall make and adopt rules and regulations not inconsistent with law, for the governing of the library. Subject to such rules and regulations, the library shall be free to the use of the citizens of the city.
- B. The board may exclude from the use of the library any and all persons who shall willfully violate such rules.
- C. The board may extend the privileges and use of the library to persons residing outside of the city on such terms and conditions as it may prescribe by its regulations and in accordance with the inter local agreement with Beaver County.

Section 2.26.120 Unlawful Acts

- A. It shall be unlawful for any person to make, tear, or in any manner injure, deface, mutilate or destroy any book, pamphlet or other property of the library.
- B. It shall be unlawful for any person to fail to return any book, pamphlet or other property of the library when due. The board shall recommend the collection policy within its bylaws.
- C. Any person violating any provision of this section shall be guilty of a misdemeanor.

Craig Wiseman
PO Box 171
Milford, UT 84751

Contractors Invoice

WORK PERFORMED AT:

TO: Friends of the Library

Milford Library

DATE

WORK ORDER NO.

PROJECT NO.

Back

28 x 100" 130 7R, 6L 130 1768⁰⁰

Color
Mustard / Cocoa
14-2561

OM 115 x 53 W H 114 1/2 50 1/2 - IM / OM - 53 - 115 R 366⁰⁰

OM 38 x 53 W H 36 3/4 50 1/2 - IM / OM - 38 - 53 L 128⁰⁰

OM 115 x 53 W H 113 3/4 50 1/2 - IM / OM 53 - 115 L 366⁰⁰

OM 38 x 53 W H 35 3/4 50 1/2 - IM / OM 38 - 53 R 128⁰⁰

Back 13 windows \$1768⁰⁰

Front windows \$988⁰⁰

Total all \$2756⁰⁰

All Material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in a substantial workmanlike manner for the agreed sum of _____

Dollars (\$ _____).

This is a ☐ Partial ☐ Full invoice due and payable by: _____

in accordance with our ☐ Agreement ☐ Proposal

No. _____ Dated _____



MILFORD CITY, A Municipal Corporation

RESOLUTION NO. 2-2016

A RESOLUTION OF THE CITY COUNCIL OF MILFORD CITY, UT, AMENDING THE MILFORD CITY WATER MANAGEMENT AND CONSERVATION PROGRAM PLAN, RELATING TO GENERAL LAND USE PLANNING.

Preamble

In order to provide for the health, safety and general welfare of the citizens of Milford, Utah, the City Council is committed to establish a water conservation program plan which will specify goals, relating to water management and conservation practices which the residents of Milford hope to achieve during the next twenty years and policies which will facilitate those goals.

WHEREAS, the governing body of Milford City desires to amend the February 6, 1995 plan to be known as the Water Management and Conservation Program Plan of Milford City, Utah; and

WHEREAS, the City Council is authorized to amend this plan.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Milford City, Utah, as follows:

Section 1. Adoption of the Water Management and Conservation Program Plan. The Water Management and Conservation Program Plan attached is hereby amended as the Water Management and Conservation Program Plan of the City of Milford.

Section 3. This resolution shall take effect immediately on passage.

Passed by the City Council of Milford, Utah this ____ day of _____, 2016 by the following vote:

Ayes: _____ Nays: _____

Absent: _____

Milford City

By: _____

Nolan Davis, Mayor

Attest: _____

Monica D. Seifers, City Recorder



MILFORD CITY, A Municipal Corporation

RESOLUTION NO. 3-2016

**A RESOLUTION OF THE CITY COUNCIL
OF MILFORD CITY, UTAH
RENAMING THE RECREATION COMPLEX
TO MILFORD LIONS RECREATION COMPLEX**

WHEREAS, the City is in favor of naming certain public facilities and parks in honor of organizations or individuals who have made a difference in the community, and;

WHEREAS, the Milford Lions Club dedicated countless hours and money to improve the baseball fields in 2015, and;

WHEREAS, the Mayor and City Council wish to rename the Recreation Complex to Milford Lions Recreation Complex; and;

WHEREAS, the Mayor and City Council wish to keep the following names in place at the Recreation Complex:

Baseball Fields named Larry Whitaker Field of Dreams.

Fields individually named: Frisco Field, Mineral Mountain Field, and Horn Silver Field.

NOW THEREFORE, BE IT RESOLVED, that the City Council of Milford, Utah does hereby proclaim the Recreation Complex be renamed the Milford Lions Recreation Complex.

Passed by the City Council of Milford, Utah this _____ day of _____, 2016 by the following vote:

Ayes: _____	Nays: _____
_____	_____
_____	_____
_____	_____
_____	_____

Absent: _____

Milford City

By: _____
Nolan Davis, Mayor

Attest:

Monica D. Seifers, City Recorder



MILFORD CITY, A Municipal Corporation

RESOLUTION NO. 4-2016

**A RESOLUTION OF THE CITY COUNCIL
OF MILFORD CITY, UTAH
RENAMING THE PAVILION
TO ROLLINS PAVILION**

WHEREAS, the City is in favor of naming certain public facilities and parks in honor of organizations or individuals who have made a difference in the community, and;

WHEREAS, the Rollins family as dedicated countless hours and money to improve the pavilion, and;

WHEREAS, the Mayor and City Council wish to rename the Pavilion to Rollins Pavilion; and;

NOW THEREFORE, BE IT RESOLVED, that the City Council of Milford, Utah does hereby proclaim the Pavilion be renamed to Rollins Pavilion.

Passed by the City Council of Milford, Utah this _____ day of _____, 2016 by the following vote:

Ayes: _____	Nays: _____
_____	_____
_____	_____
_____	_____
_____	_____

Absent: _____

Milford City

By: _____
Nolan Davis, Mayor

Attest:

Monica D. Seifers, City Recorder

5-2016
Resolution



GOVERNMENTAL ENTITY RESOLUTION TO LEASE, PURCHASE AND/OR FINANCE

WHEREAS, the laws of the State of Utah (the "State") authorize CITY OF MILFORD (the "Governmental Entity"), a duly organized political subdivision, municipal corporation or similar public entity of the State, to purchase, acquire and lease personal property for the benefit of the Governmental Entity and its inhabitants and to enter into any necessary contracts; and

the Governmental Entity wants to lease, purchase and/or finance equipment ("Equipment") from Caterpillar Financial Services Corporation and/or an authorized Caterpillar dealer ("Caterpillar") by entering into that certain Governmental Equipment Lease-Purchase Agreement (the "Agreement") with Caterpillar; and

the form of the Agreement has been presented to the governing body of the Governmental Entity at this meeting.

RESOLVED, that: (i) the Agreement, including all schedules and exhibits attached to the Agreement, is approved in substantially the form presented at the meeting, with any Approved Changes (as defined below), (ii) the Governmental Entity enter into the Agreement with Caterpillar and (iii) the Agreement is adopted as a binding obligation of the Governmental Entity; and

that changes may later be made to the Agreement if the changes are approved by the Governmental Entity's counsel or members of the governing body of the Governmental Entity signing the Agreement (the "Approved Changes") and that the signing of the Agreement and any related documents is conclusive evidence of the approval of the changes; and

that the persons listed below, who are the Incumbent officers of the Governmental Entity (the "Authorized Persons"):

Name (Print or Type)	Title (Print or Type)
Nelson Davis	Mayor
Margery Bealer	City Administrator

be, and each is, authorized, directed and empowered, on behalf of the Governmental Entity, to (i) sign and deliver to Caterpillar, and its successors and assigns, the Agreement and any related documents, and (ii) take or cause to be taken all actions he/she deems necessary or advisable to acquire the Equipment, including the signing and delivery of the Agreement and related documents; and

that the Secretary/Clerk of the Governmental Entity is authorized to attest to these resolutions and affix the seal of the Governmental Entity to the Agreement, these resolutions, and any related documents; and

that nothing in these resolutions, the Agreement or any other document imposes a pecuniary liability or charge upon the general credit of the Governmental Entity or against its taxing power, except to the extent that the payments payable under the Agreement are special limited obligations of the Governmental Entity as provided in the Agreement; and

that a breach of these resolutions, the Agreement or any related document will not impose any pecuniary liability upon the Governmental Entity or any charge upon its general credit or against its taxing power, except to the extent that the payments payable under the Agreement are special limited obligations of the Governmental Entity as provided in the Agreement; and

that the authority granted by these resolutions will apply equally and with the same effect to the successors in office of the Authorized Persons.

I, _____, of CITY OF MILFORD, certify that the resolutions above are a full, true and correct copy of resolutions of the governing body of the Governmental Entity. I also certify that the resolutions were duly and regularly passed and adopted at a meeting of the governing body of the Governmental Entity. I also certify that such meeting was duly and regularly called and held in all respects as required by law, at the Governmental Entity's office. I also certify that at such meeting, a majority of the governing body of the Governmental Entity was present and voted in favor of these resolutions.

I also certify that these resolutions are still in full force and effect and have not been amended or revoked.

IN WITNESS of these resolutions, the officer named below executes this document on behalf of the Governmental Entity.

Signature: _____
Title: _____
Date: _____



1-2016 Security Deposit Revisions

ORDINANCE NO. 1-2016

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MILFORD, UTAH AMENDING THE CODE OF REVISED ORDINANCES.

NOW THEREFORE, BE IT ORDAINED BY THE City Council of Milford City that the Section 10.01.050 of the Milford City Code of Revised Ordinances hereby amended to read as follows:

Section 1. Section 10.01.050 is hereby amended to read as follows

10.01.050 Application for Water Service

Any person who desires, or is required to secure water service when such service is available from the municipal water system, shall file with the Water Department a **Form 34 Application for Water, Sewer, and Garbage Service**. A security deposit equal to three months minimum billing will be required for all new applicants or individuals with a history of delinquent utility accounts. It is agreed by the applicant that the deposit is not considered as the prepayment of any bill. Unpaid accounts will be considered delinquent notwithstanding the existence of a security deposit. The City will apply the amount of the security deposit to the applicant's final billing if there is an outstanding balance at the time of the account termination. Accounts held by property owners, bearing twelve consecutive months of no penalties applied, will receive refund of the full amount of the security deposit. Deposits on rental properties where the accounts are the responsibility of the tenant, will be held for the duration of the rental contract and applied to the final billing. Any portion of the deposit that remains on account after the final billing will be paid to the account holder.

Section 2 Effective Date. This Ordinance shall take effect immediately upon publication or posting.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on April 19, 2016 by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

Milford City

Nolan Davis, Mayor

Attest:

Monica D. Seifers, City Recorder